



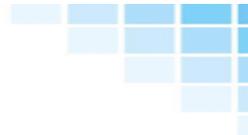
User Manual

AIR FREIGHT SYSTEM

WEB CARGO SL

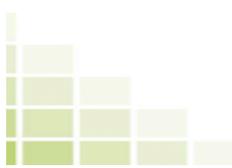


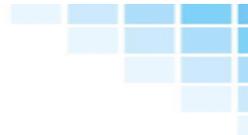
2015



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1.- Introduction

Web Cargo is a tool whose aim is to make easier the daily work of airfreight forwarders.

With Web Cargo you will have quick access to all the rates of the market and you will be able to quote in record time.

Here you will find a little overview of Web Cargo, so you can get started and make the most of its powerful forwarder-friendly applications.

2.- Logging in

Access www.webcargonet.com and then enter your personal Login name and Password.

Web Cargo does not allow multiple connections with the same Login name and password. All users must have their own Login name and Password.

3.- Type of User

Web Cargo has four different type of Users:

Super Admin:

The Super Admin has the highest level of access within the system and can view and modify all fields and screens within Web Cargo.

Admin:

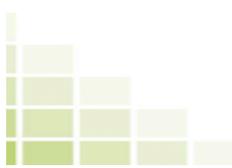
The Admin has the second highest level of access within the system and can view and modify all fields and screens within Web Cargo. The only difference with the Super Admin is that the Admin is not allowed to remove, change or see the details of the Super Admin.

Normal:

The Normal only can view all the information but not add, remove or modify.

Limited Access:

The limited access only can view general information but cannot see contract rates.



4.- Homepage

It is the first page that the Users can see when accessing to Web Cargo. The homepage provides big summary of news of the carriers and GSA's that are happening at this moment and are very important for the daily work of the company.

As a Web Cargo user, you will have personal login details to enter the platform. Once you insert your user ID and password you will be lead to Web Cargo's homepage –in the image below.

The screenshot shows the Web Cargo homepage with the following elements and callouts:

- 1:** Airfreight rates search form with fields for FROM, TO, CUSTOMER, SERVICE, AIRLINES, and RATES.
- 2:** Air tracking section with PREFIX, AWB, and SHOW buttons.
- 3:** Airport Maps section with a search field and a SEARCH button.
- 4:** Currencies section with a dropdown menu showing USD -> EUR and a search button.
- 5:** Market News section with tabs for MARKET NEWS, INTERNAL NEWS, and LATEST NEWS, and a list of news items including LAN CARGO, Cargolux, and Emirates.
- 6:** Upcoming fuel changes section showing a table with columns for date, price, and carrier.
- 7:** Latest updated rates section showing a table with columns for date, carrier, and promo status.

Date	Price	Carrier
08/06	0.45 \$/kg	Polar Air Cargo

Date	Carrier	Promo
08/03	United Cargo	Promos

1.- Airfreight rates search. Launch your search by introducing the origin station and a destination.

2.- Tracking. Follow your shipments! Our tracking application is connected to each airlines' website.

3.- Currency exchange app. Connected to the stock market and with a record of the currency exchange rates for the past 6 months.

4.- News. Latest news of the airlines. See the new destinations or available capacity notifications at one glimpse!

5.- Next fuel changes. Check which are the upcoming fuel changes.

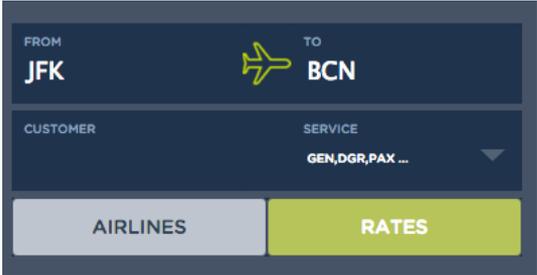
6.- Latest updated rates. Summary of the last rates that have been uploaded in the system.

7.- News. Old news of the airlines. See the new destinations or available capacity notifications at one glimpse!

5.- How to Search rates

5.1- Rate Search

In the homepage you can use the first box for a direct access to the rates. You only have to insert the origin and destination IATA codes that you want to search and click on “Rates”.



The screenshot shows a search interface with a dark blue background. At the top, there are two input fields: 'FROM' containing 'JFK' and 'TO' containing 'BCN', with a yellow airplane icon between them. Below these is a 'CUSTOMER' field and a 'SERVICE' dropdown menu showing 'GEN,DGR,PAX ...'. At the bottom, there are two buttons: 'AIRLINES' in a grey box and 'RATES' in a green box.

Immediately, you will be lead to the search results page. Rates from the different airlines will be displayed sorted by price.

Colour Code

Rates might be displayed in grey, green, red or deep red. That's the colour code:

Grey – General Rates

Green – Contract Rates

Red – Promo Rates

Deep red – Last Minute Promo Rates

5.2- How to Filter the information?

The screenshot displays the WEBCARGONET interface for searching cargo rates. At the top, there are navigation tabs: Home, Air, Tools, Settings, and a user profile for Margarida Rodrigues. The main search area includes fields for 'FROM' (LHR) and 'TO' (ICN), 'AIRLINE' (Unknown), 'SORT' (Rate), 'FILTER' (All), and 'CURRENCY' (-). Below these are tabs for 'STANDARD', 'BREAKDOWN', 'INDICATE WEIGHTS', and 'ADD PIECES'. A 'RATES' button is highlighted in green. The search results are for 'London - Seoul - All Airlines - with profit: 0.15 GBP'. Three airline sections are visible: Vietnam Airlines (VN-738), Philippine Airlines (PR-079), and Turkish Airlines (TK-235). Each section shows a table of rates with columns for Product, From, to, Via, Fuel, Risk, Add-on, Min, Norm, and various quantity-based rates (q45, q100, q200, q300, q500, q1000). The 'August Promo' rates are highlighted in red.

On the top of the results search page, you will find other search criteria to filter your results.

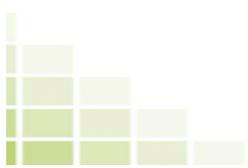
- 1- **From** Insert the IATA code(s) of the airport(s) of Origin
- 2- **To** Insert the IATA code(s) of the airport(s) of Destination
- 3- **Date** Filter the information by Date to see only the rates available at the time.
- 4- **Format** Different Views of Information: User-friendly view (go to 5.3) or Excel-like view (go to 5.4)
- 5- **Sort** You will be able to sort rates by price, departure/arrival time, ...
- 6- **Service** Filter by commodity (GEN, PER, DGR, AVI, HUM, BIG...).
- 7- **Filter** See first your preferred carriers, contract rates,...
- 8- **Currency** Choose different currencies (USD, EUR, GBP, HKG...). You can use the currency exchange of the stock market or insert your own currency exchange



9– You will be also able to set the profit (per kg or %) you would like to add to the net rates in order to create your selling rates.

10–Filter the information by airlines.

Then Click “Rates” for the filters to apply.



5.3- User-friendly view

London - Seoul - All Airlines - with profit: 0.15 GBP

Product	From	to	Via	Fuel	Risk	Add-on	Min	Norm	q45	q100	q200	q300	q500
August Promo	LHR	ICN	-										
General	LHR	SEL	-										

Product	From	to	Via	Fuel	Risk	Add-on	Min	Norm	q45	q100	q300	q500	q1000
Promo	LHR	ICN	-										
NB Connections	LHR	ICN	-										

Product	From	to	Via	Fuel	Risk	Add-on	Min	Norm	q45	q100	q250	q300	q500	q1000
August Promo	LHR	ICN	-											
August Promo	LGW	ICN	-											

INFORMATION

Airport: Incheon International Airport
 Airline: VN - Vietnam Airlines
 GSA: Globe Air Cargo
 Service: General
 Relation Kg/m3: 166.66kg/m3 (1:6)
 Validity: 01/08/2015 - 31/08/2015
 Last updated: 28/07/2015

Surcharges

Fuel: Included
 Risk: Included

CHC: £0.0925/kg CW (Min: 21.60)
 RAY: £0.11/kg CW (Min: 14.00)

Other data

AWB code: VNAUG01

Remarks:
 ⚠ 317 x 240 x 160cm (4000k). Rate Reference must be shown on MAWB VNAUG01 (Reference must be mentioned at time of booking). Minimum rates apply (please refer to Tariff for Minimum charges)

Notes

No notes found for this rate.

If you hover your mouse on the rates, additional information concerning the rates will unfold: volume ratio, validity of the rates, additional surcharges or references and remarks that need to be stated on the AWB.

5.4- Excel-like view

1 - 103 / 103 (103) Rows per page 200 Go to page 1																
Airline	Product	From	to	Via	Base	Min	Normal	q45	q100	q300	q500	q1000	Fuel	Risk	Add-on	
VN - 738	August Promo	LHR	ICN	-	-	-	-	-	-	-	-	-	-	-	-	(i) (+)
PR - 079	Promo	LHR	ICN	-	-	-	-	-	-	-	-	-	-	-	-	(i) (+)
TK - 235	August Promo	LHR	ICN	-	-	-	-	-	-	-	-	-	-	-	-	(i) (+)
TK - 235	August Promo	LGW	ICN	-	-	-	-	-	-	-	-	-	-	-	-	(i) (+)
CA - 999	Promo	LHR	ICN	-	-	-	-	-	-	-	-	-	-	-	-	(i) (+)
ONE - 176	August Specials	LHR	ICN	-	-	-	-	-	-	-	-	-	-	-	-	(i) (+)
ONE - 176	August Specials	LGW	ICN	-	-	-	-	-	-	-	-	-	-	-	-	(i) (+)
ONE - 176	August Specials	LHR	SEL	-	-	-	-	-	-	-	-	-	-	-	-	(i) (+)
ONE - 176	August Specials	LGW	SEL	-	-	-	-	-	-	-	-	-	-	-	-	(i) (+)
QY - 615	Promotional Freight Rates	LHR	ICN	-	-	-	-	-	-	-	-	-	-	-	-	(i) (+)
PEY - 607	August Promo	LHR	ICN	-	-	-	-	-	-	-	-	-	-	-	-	(i) (+)
AI - 098	All In Specials	LHR	ICN	-	-	-	-	-	-	-	-	-	-	-	-	(i) (+)
PEY - 607	Density Tariff	LHR	ICN	AUH	-	-	-	-	-	-	-	-	-	-	-	(i) (+)
ZP - 463	ICN Promo	LHR	ICN	GYD	-	-	-	-	-	-	-	-	-	-	-	(i) (+)

In the excel-like view, you can sort by price clicking on the different breakpoints and surcharges. If you want to know the carrier that offers the best rate for 300 kg or the cheapest FSC, this is your point of view!

The icons also include helpful information on the rates and on the booking.

ICON	On mouse over	Description
	<p>Name: XXXXXXXXXXXXXXXXXXXX Phone: XXXXXXXXXXXX Email: XXXXXXXXXXXX@XXXXXX.com XXXXXXXXXXXXXXXXXXXX</p> <p>Click to see other contacts.</p>	Contact details of the airline or GSA
	<p> + </p> <p>Next connecting flight *: Itinerary BCN-OPQ-EWR Departure 03/09/2015 - 12:10 (BCN time) Arrival 04/09/2015 - 15:05 (EWR time) Airplanes Embraer RJ135/RJ140/RJ145 + Airbus Industrie A330</p> <p>Click for other flights. * Guidance information * Can change without notice * Changes depending on the product</p>	Schedule Information of the airline
	<p>Airport: BCN Agent: WFS Name: Ricardo Phone: 933740800 Email: bcn@wfs.es</p> <p>Click to view the rest of agents.</p>	Handling agent where you have to delivery the shipment.
		General conditions
		Chat with the GSA or Airline
		Download General conditions in PDF
		Download General conditions in PDF
		ADD Spot Rate

6.- Quotes

6.1- Breakpoints quote

Click on Breakpoint quote.

Choose the breakpoints that you would like to insert in your quote and add different profits per kg to create your selling rates.

Tick the rate lines that you would like to include in the quote. A green tick icon will appear at the end of every line that you have selected.

Click on  to download a proposal with your rates in pdf.

Insert the details of the customer (Name, company, telephone...) and click on Remember to save and come back to these details when doing new quotes.

Insert the details of the Quote (Validity, Shipping date, incoterms...)

Choose the language

Choose the layout. You can create your own layout for your proposals.

Choose the information you want to include in the proposal: Airline details, currency column...

Insert the remarks (You can insert by default)

Airline	Product	Corporate	Transit time	To	Via	Fuel	Risk	Min	Normal	+100kg	Currency	Validity	Show on PDF
Aeroflot	General	Economy	3 - 6 days	BKK		Allin	Allin	110.00	1.80	1.63	EUR		<input checked="" type="checkbox"/>
Cargolux	General	General	2 - 4 days	BKK		0.45CW	No	No	No	0.95	EUR	31/10/2015	<input checked="" type="checkbox"/>
Transaero	Promo	VIP	1 - 4 days	BKK	VKO	Allin	Allin	No	No	1.50	EUR	31/08/2015	<input checked="" type="checkbox"/>

Insert the origin charges. Click on Add to include more details. You can insert this information by default (Point 8).

	Service	Service code	Group by	Base	Min	Rate	Calculation	Maximum	Currency	Suppliers
<input checked="" type="checkbox"/>	Documents	020 - Documents				50	/ Kgs Actual		EUR	
<input checked="" type="checkbox"/>	Handling	A0002 - Handling			15.00	0.15	/ Ch. Kg (167kg / m3)		EUR	
<input checked="" type="checkbox"/>	Insurance	A0005 - Insurance				0.35	% Cargo value (%)		EUR	
<input checked="" type="checkbox"/>	Customs	A0006 - Customs				50	/ Per Shipment		EUR	



Insert the Destination charges. Click on Add to include more details

GENERAL SELECTED RATES LOCAL CHARGES SEE SEARCH

GROUP TEMPLATE: Select one SALES PROFILES: Select one BARCELONA (BCN) BANGKOK (BKK)

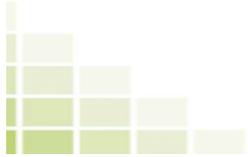
<input type="checkbox"/>	Service	Service code	Group by	Base	Min	Rate	Calculation	Maximum	Currency	Suppliers
<input checked="" type="checkbox"/>	Documents	A0003 - Recogida				50	/ Per Shipment		USD	
<input checked="" type="checkbox"/>	Customs	A0003 - Recogida				100	/ Per Shipment		USD	

Add an empty line Add (+)

TEMPLATE: General REMARKS:

DOWNLOAD

Click on the red button Download Pdf to get your proposal





From: Barcelona
To: Bangkok
Date: 17/08/2015

Company: Web Cargo Demo
Agent: Manuel Galindo
Phone: 933799301
Email: manel@webcargonet.com

Customer: Customer #1180MS
Person: Enric
Phone: test
Email: test@test.com
Address: test
test, test

Validity: 01/08/2015 - 31/08/2015
Payment terms: 30 days from invoice date
Incoterm: EXW
Service: Airport to airport
Commodity: Goods

Airfreight rates

Airline	Product	Transit time	To	Via	Fuel	Risk	Tasa	Min	Normal	+100kg
- SU	Economy	3 - 6 days	BKK	-	Allin	Allin	-	110,00	1,80	1,63
- CV	General	2 - 4 days	BKK	-	0,45	-	-	-	-	0,95
- UN	VIP	1 - 4 days	BKK	VKO	Allin	Allin	-	-	-	1,50

Charges in Barcelona

Service	Rate
Documents	50,00€ / Kg
Insurance	0,35%
Customs	50,00€ / Shipment

Charges in Bangkok

Service	Rate
Documents	50,00\$ / Shipment
Customs	100,00\$ / Shipment

Remarks

Holaaaa

6.2- Indicate Weights or Add packages

Click on Indicate weights or Add packages.

Pieces	Weight / piece kg	Length cm	Width	Height	
1	250	100	70	78	
2	20	65	75	80	

INDICATE WEIGHTS | **ADD PIECES**

ACTUAL WEIGHT (KGS): 290 | VOLUMETRIC WEIGHT (1/6): 91 | PIECES: 3
 CARGO VALUE: | VOLUME (CBMS): 0.55 | TOTAL CALCULATE: Include all

Insert the profit Eur/kg or %

FROM: **BCN** | TO: **JFK**

AIRLINE: | PNS: Do not calculate | SORT: Rate | FILTER: All | CURRENCY: -

TRAFFIC: Select... | BRANCH: General -> Barcelona

INDICATE WEIGHTS | **ADD PIECES**

Pieces	Weight / piece kg	Length cm	Width	Height	
1	250	100	70	78	
2	20	65	75	80	

ACTUAL WEIGHT (KGS): 290 | VOLUMETRIC WEIGHT (1/6): 221 | PIECES: 3
 CARGO VALUE: | VOLUME (CBMS): 1.33 | TOTAL CALCULATE: Include all

AIRLINES | **RATES** | All In | User-Friendly

See all the options with the final price and the profit included.

Choose the lines that you want to include in your proposal.

DL - 006

Product	to	Via	Freight	Buy Rate	Profit / kg	Fuel	Risk	Tasa	Freight	Surcharges	Total	
												<input checked="" type="checkbox"/>
												<input type="checkbox"/>
												<input type="checkbox"/>
												<input type="checkbox"/>
												<input type="checkbox"/>

Click on to save the quote in Web Cargo

Insert the information (Check 6.1 or 8 for more information)

GENERAL | SELECTED RATES | LOCAL CHARGES | TOTALS | INTERNAL NOTES | SEE SEARCH

Customer details Remember

CUSTOMER: Customer #1078MS <> I 2

INDOOR SALES: enric@webcargonet.com

OUTDOOR SALES: adriana@webcargo.es

COMPANY: Customer #1078MS <> I 2 | PERSON: Manel

PHONE: 0000000 | EMAIL: 0000

ADDRESS: 00000 | POSTAL CODE: 0000 | CITY: 0000

Options

LANGUAGE: English | TEMPLATE: Normal

SUBJECT:

Airline details

Product Information

Surcharges details

Validity of the rates

Group Costs

Currency column

Quotation details

VALID FROM: 01/09/2015 | TO: 30/09/2015

INCOTERM: EXW | CITY:

SERVICE: Door to airport

PAYMENT TERMS: 30 days from invoice date

COMMODITY:

TRANSIT TIME:

QUOTE REFERENCE #:

TEMPLATE: Special projects

REMARKS: Special projects

SAVE

GENERAL | SELECTED RATES | LOCAL CHARGES | TOTALS | INTERNAL NOTES | SEE SEARCH

Airline	Product	Corporate	Transit time	From	To	Via	Freight	Min	Rate	Fuel	Risk	Freight	Surcharges	Total	Currency	Validity	Show PDF
Delta Air Lines	Promo	<input checked="" type="checkbox"/> Economy <input type="checkbox"/> First <input type="checkbox"/> General <input type="checkbox"/> VIP	3 - 6 days	BCN	JFK		+500kg	60.00	1.00	Allin	Allin	500.00	Allin	500.00	EUR	30/09/2015	<input checked="" type="checkbox"/>

SAVE

GENERAL SELECTED RATES LOCAL CHARGES TOTALS INTERNAL NOTES SEE SEARCH

GROUP TEMPLATE Select one SALES PROFILES Select one BARCELONA NEW YORK

	Service	Service code	Group by	Base	Min	Rate	Calculation	Units	Maximum	=	Total	Currency	Suppliers
<input checked="" type="checkbox"/>	Documents	020 - Documents				0	/ Kgs Actual	500		=	0	EUR	0
<input type="checkbox"/>	Handling	A0002 - Handling			15.00	0.15	/ Ch. Kg (167kg /	500		=	75	EUR	0
<input checked="" type="checkbox"/>	Pick Up	A0003 - Pick Up					Calculate value						
<input checked="" type="checkbox"/>	Insurance	A0005 - Insurance				0.35	% Cargo value (9)	1		=	0	EUR	0
<input checked="" type="checkbox"/>	Customs	A0006 - Customs				50	/ Per Shipment	1		=	50	EUR	0

Add an empty line Add

TEMPLATE General REMARKS

SAVE

GENERAL SELECTED RATES LOCAL CHARGES TOTALS INTERNAL NOTES SEE SEARCH

GROUP TEMPLATE Select one SALES PROFILES Select one BARCELONA NEW YORK

Base	Min	Rate	Calculation	Units	Maximum	Total	Currency
	15.00	0.15	/ Ch. Kg (167kg /	500		75	EUR

REMARKS FOR THE PDF

Costs from suppliers

Supplier	Base	Min	Cost	Calculation	Units	Maximum	Total	Currency
<input type="checkbox"/> WFS		11.00	0.11	/ Ch. Kg (167kg	500		55	EUR

SAVE

SAVE

GENERAL SELECTED RATES LOCAL CHARGES TOTALS INTERNAL NOTES SEE SEARCH

Totals table EUR

Applied exchange rate

Currency exchange table

USD	EUR	0.88696
-----	-----	---------

SAVE

GENERAL SELECTED RATES LOCAL CHARGES TOTALS INTERNAL NOTES SEE SEARCH

STATUS Sent INTERNAL NOTES

SAVE

Click on to save all the information.

Now you have your proposal saved, Download in pdf or Excel and sync with your own system.

Branch	Code	Customer	Route	Date	Pieces	Weight	Incoterm	Up to date	Actions	Status
Barcelona	03518	Customer #1078MS	BCN-JFK	02/09/2015	-	500Kgs	V	EXW	✓	Developing
Barcelona	03517	Customer #125MS	BCN-BKK	01/09/2015	-	900Kgs	A		✓	Lost
Barcelona	03516	Customer #1078MS	BCN-JFK	01/09/2015	-	1000Kgs	V		✓	Won
All	03515	Unspecified.	MAD-JFK	01/09/2015	20	400Kgs	A		!	Developing
All	03510	Unspecified.	MAD-JFK	28/08/2015	20	400Kgs	A		!	Won
All	03509	Unspecified.	MAD-JFK	24/08/2015	20	400Kgs	A		!	Lost
All	03508	Unspecified.	MAD-JFK	19/08/2015	20	400Kgs	A		!	Developing
All	03507	Unspecified.	MAD-JFK	19/08/2015	20	400Kgs	A		!	Won
All	03506	Unspecified.	MAD-JFK	13/08/2015	20	400Kgs	A		!	Lost
All	03505	Customer #1180MS	BCN-JFK	13/08/2015	55	2450Kgs	A	EXW	!	Won



→ The quote is up to date



→ This quote do not choose airlines.



→ There are airlines in this quote that have changed the rates.



→ There are airlines in this quote that have changed the surcharges.



→ Modify the details of the quote



→ Modify the details of the quote



→ Sync the quote with your own system.



→ Download the quote in excel



→ Download the quote in pdf



→ Print the quote



→ Create a new quote saving the details of this quote.



→ Delete a quote.



Developing
Submitted to customer
✓ Won
Lost
Expired

→ Quote status: pending, sent, accepted, rejected, Expired.

Accepted: Choose the airline accepted

Which airline won the business?

Code	Airline	Product
<input type="radio"/> DL	Delta Air Lines	Promo
<input type="radio"/> UX	Air Europa	WEX
<input type="radio"/> EI	Aer Lingus	Promo
<input type="radio"/> UA	United Cargo	Promo

AWB / REFERENCE

SAVE

Rejected: Why?

Reason for losing the bid?

- Price too high
- Transit time too long.
- Low service quality
- Mode of Transport
- Other

NOTES

SAVE

Click on  to download your proposal.





Quotation: 03518
From: Barcelona
To: New York
Date: 02/09/2015
Weight: 500 kgs

Company: Web Cargo Demo
Agent: Manuel Galindo
Phone: 933799301
Email: manel@webcargonet.com

Customer: Customer #1078MS & <> ! 2
Person: Manel
Phone: 0000000
Email: 0000
Address: 00000
0000, 0000

Validity: 01/09/2015 - 30/09/2015
Payment terms: 30 days from invoice date
Incoterm: EXW
Service: Door to airport

Charges in Barcelona

Service	Rate	Units	Total
Insurance	0,35%	1	-
Customs	50,00€ / Shipment	1 Shipment	50,00 €

Airfreight rates

Airline	Product	Transit time	To	Freight	Rate	Fuel	Risk	Tasa	Freight	Surcharges	Total
 - DL	Economy	3 - 6 days	JFK	+500kg							

Charges in New York

Service	Rate	Units	Total
customs	50,00\$ / Shipment	1 Shipment	50,00 \$

Quotation total

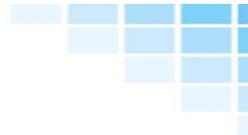
Airline	Product	Total
Delta Air Lines	Economy	

Rate of exchange used

1.00 USD 0.89 EUR

Remarks

Special projects

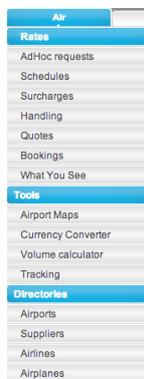


7.- Adhoc rates

7.1- Send Adhoc rates requests

Get better prices from your carriers using the “Adhoc requests” feature on Web Cargo. Save time! Save money! ...in few steps!

Go to Air > Rates



Insert Origin, Destination and the dimensions of the shipment in the section **Indicate Weights** and click on **Rates**.

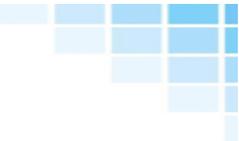
The screenshot shows the 'Airfreight rates' interface with the following data:

- From:** BCN
- To:** JFK
- Date:** (empty)
- PNS:** Do not calculate
- Format:** User-friendly view
- Sort:** Rate
- Service:** GEN
- Filter:** All Airlines
- Currency:** -
- Profit:** 0
- Amount:** 40
- Weight per pkg:** 500 kg
- Length:** 80 cm
- Width:** 80
- Height:** 80
- Gross Weight (kgs):** 20000
- Volumetric Weight (1/6):** 3413
- Packages:** 40
- Volume (cbms):** 20.48
- Formula to calculate the total:** Include only freight + fuel + risk

Summary Bar: Gross: 20000 kg | Volumetric: 3413 kg | Chargeable: 20000 kg | Volume: 20.48 m3 | Relation: 977 kg/m3 | Freight: q10000

Route: Barcelona - New York - All Airlines - without profit





Select the rates from the carriers that you would like to use to get a better price and click on.



Product	to	Via	Freight	Buy Rate	Profit / kg	Fuel	Risk	Tasa	Freight	Surcharges	Total	
Promo	BKK	-										<input checked="" type="checkbox"/>
RESERVED	BKK	-										<input type="checkbox"/>
PRIORITY	BKK	-										<input type="checkbox"/>

Product	to	Via	Freight	Buy Rate	Profit / kg	Fuel	Risk	Tasa	Freight	Surcharges	Total	
PROMO MONDAY & TUESDAY	BKK	DOH										<input checked="" type="checkbox"/>
GENERAL	BKK	DOH										<input type="checkbox"/>
GOLD	BKK	DOH										<input type="checkbox"/>
PREMIUM	BKK	DOH										<input type="checkbox"/>

Product	to	Via	Freight	Buy Rate	Profit / kg	Fuel	Risk	Tasa	Freight	Surcharges	Total	
General	BKK	-										<input checked="" type="checkbox"/>
Priority	BKK	-										<input type="checkbox"/>





Before an e-mail with your adhoc rate request will be sent to your contacts from the carriers and GSA's* you have selected, you will have to fill up the following relevant information about your shipment:

- Shipping date
- Maximum arrival date
- Nature of goods
- Desired rate (allin)
- Maximum rate (all in) – Maximum rate you are willing to accept.
- Response time – 8h, 24h, 48h or 72h.

* To set up the emails of your contact person in the airlines & Gsa's, see section 7.3

AdHoc rate request BACK

Pieces	Weight per pkg kg	Length cm	Width	Height	
50	30	20	20	20	

ACTUAL WEIGHT	VOLUMETRIC WEIGHT	PIECES	VOLUME (CBMS)	COMMODITY	
1500	67	50	0.4		
CUSTOMER	SHIPPING DATE	MAXIMUM ARRIVAL DATE	TARGET RATE (ALLIN)	MAXIMUM RATE (ALLIN)	RESPONSE TIME
Select one...					8h

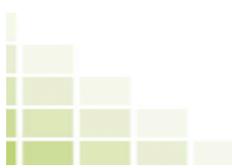
Airlines to contact

	Itinerary	Market rate	Market cost	Contact
<input checked="" type="checkbox"/>	TG BCN-BKK General	0.60 ++	1875.00€	cargobcn@thairways.es
<input checked="" type="checkbox"/>	SX BCN-BKK Promo	1.20 allin	1800.00€	info@aircargotrader.es
-	QR BCN-BKK PROMO MONDAY & TUESDAY	1.20 allin	1800.00€	This GSA does not accept AdHoc requests.

Notes for the airlines

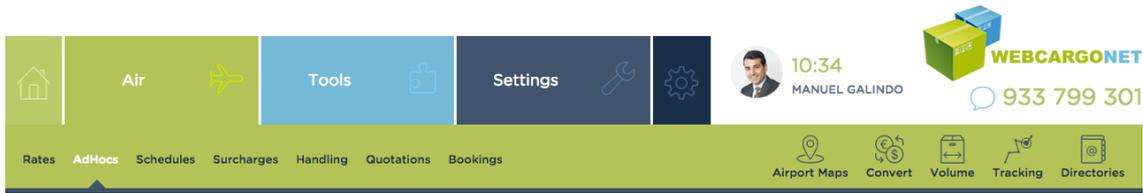
SEND

Click **SEND** and wait for the answer of the airlines or Gsa's.



7.2- See the response to your adhoc rate requests

To see the response to your adhoc requests from the different carriers and compare their offers go to: Air > Adhoc requests



You are now in your adhoc rates request record and you will be able to search for a specific Adhoc request by introducing its destination or selecting the customer.

Click on your adhoc rate and see the responses from your carriers.

Code	Customer	Route	Date	Actual Weight	Volumetric Weight	Responses	Desired	Best rate	
ES236403	Unspecified.	BCN - EZE	18/08/2015	500.00 Kgs	600.00 Kgs	0 / 1	-	-	
ES236400	Unspecified.	BCN - EZE	18/08/2015	500.00 Kgs	600.00 Kgs	0 / 1	-	-	
ES236394	Unspecified.	BCN - EZE	18/08/2015	2500.00 Kgs	1042.00 Kgs	1 / 1	-	51.10	
ES236391	Unspecified.	BCN - EZE	18/08/2015	5400.00 Kgs	5000.00 Kgs	0 / 1	-	-	
ES236388	Unspecified.	BCN - EZE	18/08/2015	5400.00 Kgs	5000.00 Kgs	0 / 1	-	-	
ES235194	Unspecified.	BCN - JFK	12/11/2014	1600.00 Kgs	1707.00 Kgs	0 / 1	-	-	
ES234876	Customer #1078MS & <> ! 2	MAD - YYC	29/05/2014	600.00 Kgs	400.00 Kgs	1 / 1	-	1.65	
ES234873	Unspecified.	BCN - JFK	27/05/2014	25000.00 Kgs	533.00 Kgs	1 / 1	-	0.05	
ES234870	Unspecified.	BCN - LED	26/05/2014	600.00 Kgs	1620.00 Kgs	0 / 3	-	-	



In one shot and, as the airlines reply to your request, you will have a complete overview of the market rate, the adhoc rate offered by the carrier, the price difference between these, the amount you save using the adhoc rate for this specific shipment and the total cost of the shipment.

AdHoc rate request
BACK

Code	ES234816	Date	14/05/2014 - 10:22
Customer	Unspecified	Commodity	Iron
Shipping date	2014-05-15	Maximum arrival date	2014-05-16
Actual Weight	400.00 kgs	Volumetric Weight	27.00 kgs
Pieces	20	Volume	0.16 cbms
Target rate (allin)	-	Maximum rate (allin)	-
Response time	8h	Responses	2 / 3

You have already created a quotation with this AdHoc rate!
[Click here to edit](#)

Contacted airlines

Re-send	Itinerary	Market	AdHoc	Reject	Difference	+ kgs	Saving	Total	Use
	DL MAD - JFK Dimension	1.65€	-		-	-	-	-	
	EI MAD - JFK General	1.35€	2.30€		-0.95€	-	-373.20€	928.00€	
	UX MAD - JFK	1.15€	1.05€		0.10€	-	40.00€	420.00€	

Remarks

eyy brother!

Shipment details

Amount	Weight	Length	Width	Height
20	20	20	20	20

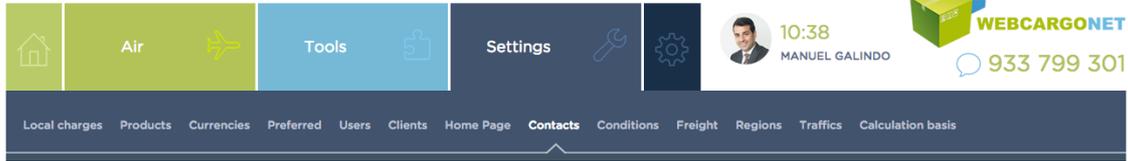
It's time to select the best rate for your shipment! Click on and immediately the adhoc rate will be generated and displayed in green- like your contract rates- in the system so you can use it for your quotes.

UX - 745												
Product	to	Via	Freight	Buy Rate	Profit / kg	Fuel	Risk	Tasa	Freight	Surcharges	Total	
WEX	EWB	-										
Promo	JFK	-										
WEX	JFK	-										



7.3 Set up the emails of your contact persons in the airlines & Gsa's

To set up the emails of your contact persons in the airlines and GSA's, go to WebCargoNet > Customization > Contact persons.



Select the GSA, the airline, city and the department you would like to address (sales, operations, pricing...) and insert the contact e-mail where you wish to send your adhoc rates requests.

GSA	Airline	City	Type	Contact	Add
Air Logistics	Air Madagascar	Barcelona	General	fer@webcargonet.com	
Air Logistics	Delta Air Lines	Barcelona	Sales / AdHocs		
Air France - KLM Cargo	All	All	General	manel@webcargo.es	
Lufthansa Cargo	Lufthansa	All	Sales / AdHocs	juan@webcargo.es	
Kales Airline Services	Aerolineas Argentinas	All	General	manel@webcargo.es	

Add a contact person in particular

Indicate when this contact must be used.

GSA: All
 Airline: All
 City: All
 Type: General

Choose a contact from the list or insert the details manually if you can't find it.

Existing contact Select a gsa...
 New contact

Name: _____
 Phone: _____
 Fax: _____
 Email: _____

Insert other emails, comma separated, to put them in copy.

eMails CC: _____

8.- Tenders

Name	User	Customer	Creation date	Last download	Rows	Download	Edit	Delete
as	manel@webcargonet.com		02/09/2015	02/09/2015	40			
bmw	manel@webcargonet.com		02/09/2015	02/09/2015	10566			
EMEA	enric@webcargonet.com	Customer #1078MS & <> 12	17/12/2013	04/08/2015	256			
FAR EAST	enric@webcargonet.com	Customer #1078MS & <> 12	27/07/2015	29/07/2015	3269			
JOHN	manel@webcargonet.com		09/07/2015	11/07/2015	2660			
Rutas Tender	enric@webcargonet.com		19/08/2015	28/08/2015	12			

Click in ADD to set up a tender

8.1 Details and profit of the tender

GENERAL | AIRLINES | ORIGINS & DESTINATIONS | RATES & PRODUCTS | EMAIL FOR NOTIFICATIONS

Name:

Customer:

Convert to All-in:

Extra Columns: GSA Name, Via, Rate Type

Insert profit:

Min	<input type="checkbox"/>	/kg	Normal	<input type="checkbox"/>	/kg	q25	<input type="checkbox"/>	/kg	q45	<input type="checkbox"/>	/kg	q50	<input type="checkbox"/>	/kg
q80	<input type="checkbox"/>	/kg	q100	<input type="checkbox"/>	/kg	q125	<input type="checkbox"/>	/kg	q150	<input type="checkbox"/>	/kg	q200	<input type="checkbox"/>	/kg
q250	<input type="checkbox"/>	/kg	q300	<input type="checkbox"/>	/kg	q500	<input type="checkbox"/>	/kg	q1000	<input type="checkbox"/>	/kg	q1500	<input type="checkbox"/>	/kg
q2000	<input type="checkbox"/>	/kg	q2500	<input type="checkbox"/>	/kg	q3000	<input type="checkbox"/>	/kg	q5000	<input type="checkbox"/>	/kg	q7500	<input type="checkbox"/>	/kg
q10000	<input type="checkbox"/>	/kg												

ADD

8.2 Airlines that you want to include in the tender

You can filter by preferred/core carrier or add manually the carriers.

8.3 Origins and destination

You can add the origins and destinations manually or you can set up regions (Asia,Americas...)

You can add routes in your tenders too

9.1 List

The screenshot shows the 'LOCAL CHARGES' application interface. At the top, there are navigation tabs: LOCAL CHARGES, SALES PROFILES, SUPPLIERS, SERVICES, GROUPS OF SERVICES, and GROUP TEMPLATES. Below these are filter menus for SERVICE (1), SALES PROFILE (2), SUPPLIER (3), AIRPORT (4), FOREIGN COUNTRY (5), APPLIES TO (6), and BRANCH (7). A 'SEARCH' button is located at the bottom right of the filter area. Below the filters is a table with 11 columns: Attached File, Country, Branch, Service, Supplier, Profile, Airport, Foreign country, Rate, Currency, and Applies to. The table contains 13 rows of data, each with a red trash icon in the 'Applies to' column. At the bottom of the table are 'DOWNLOAD' and 'UPLOAD' buttons.

Attached File	Country	Branch	Service	Supplier	Profile	Airport	Foreign country	Rate	Currency	Applies to
-	ES	All	Customs	Sales	General	All	All	50.00 € / Shipment	EUR	Exp & Imp
-	ES	All	Customs	Aduanas Battle i Muñoz		All	All	50.00 € / Shipment	EUR	Exp & Imp
-	ES	All	Customs	Aduanas 2		All	All	70.00 € / Shipment	EUR	Export
-	ES	Barcelona	Customs	Sales	General	All	All	50.00 € / Shipment	EUR	Exp & Imp
-	ES	Barcelona	Customs	Sales	General	All	All	50.00 € / Shipment	EUR	Exp & Imp
-	ES	Barcelona	Customs	Sales	General	All	All	50.00 € / Shipment	EUR	Exp & Imp
-	ES	General	Documents	Sales	General	All	All	-	EUR	Exp & Imp
-	ES	All	Handling	WFS		BCN	All	0.11 € / Kg	EUR	Exp & Imp
-	ES	All	Handling	Sales	General	All	All	0.15 € / Kg	EUR	Exp & Imp
-	ES	All	Handling	Sales	General	All	All	0.15 € / Kg	EUR	Exp & Imp
-	ES	Barcelona	Insurance	Sales	General	All	All	0.35 %	EUR	Exp & Imp
-	ES	All	Pick Up	Sales	General	BCN	All	- Breakdown by KM -	EUR	Exp & Imp

Here you will find a list with all the costs Fobs you saved.

1.- Filter by Service

2- Filter by Sales Profiles

3- Filter by Supplier

4.- Filter by Airport

5.- Filter by Foreign Country

6.- Filter by Cost per import/export

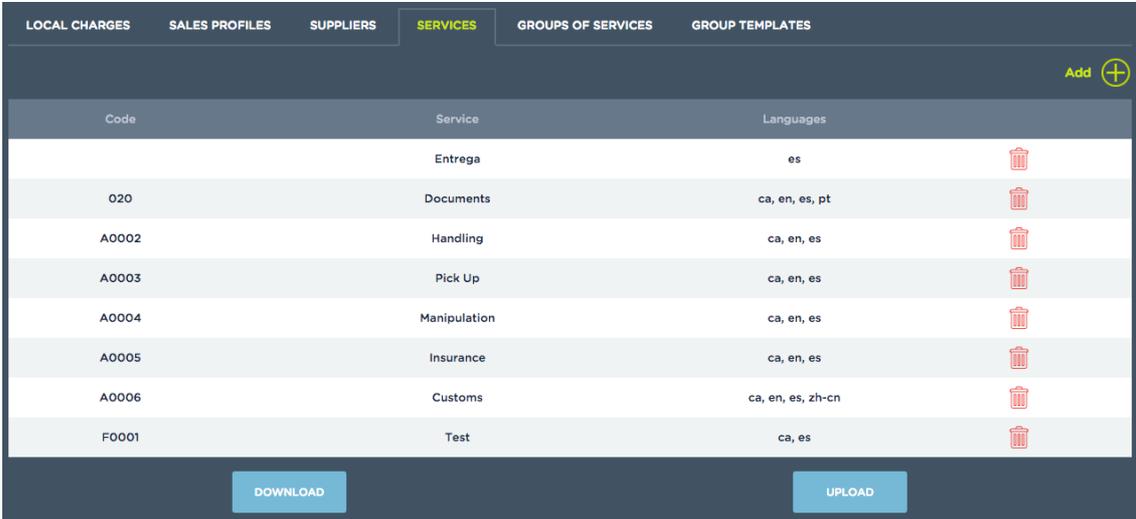
7.- Filter per Branch

This icon is for deleting costs from the system.

To modify, you only need to click on the costs.

9.2 Concepts

Click on Tools → Services

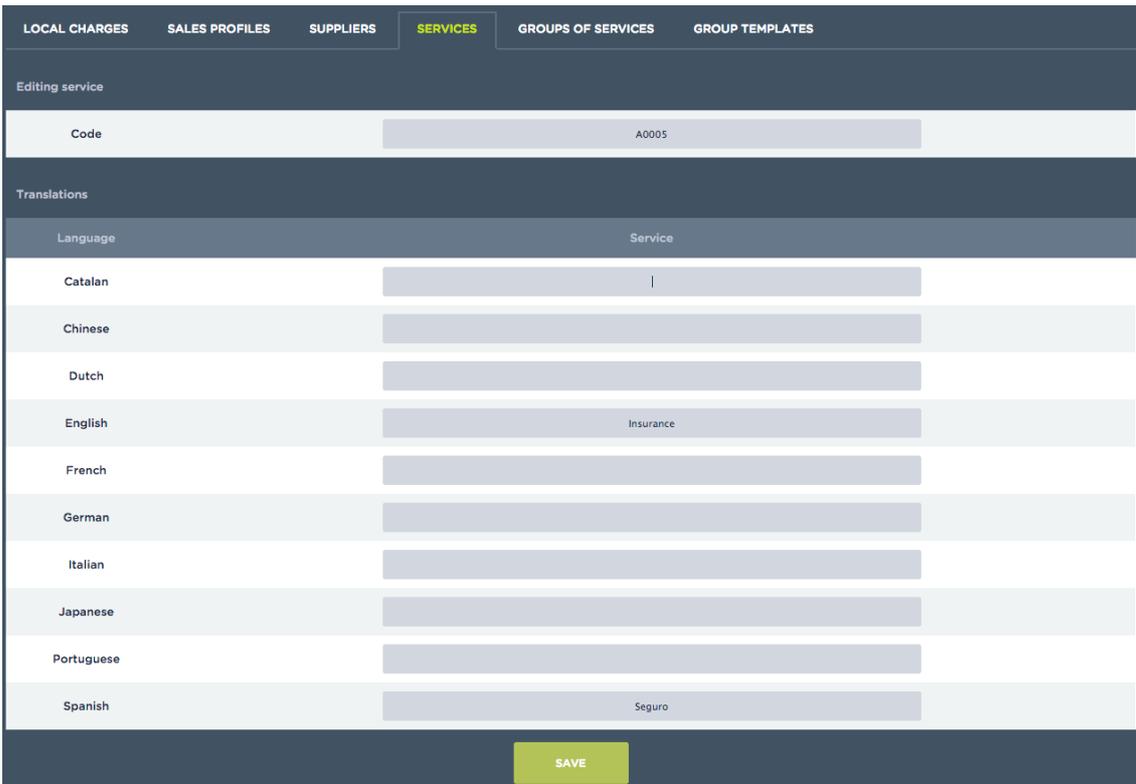


The screenshot shows a navigation menu with tabs: LOCAL CHARGES, SALES PROFILES, SUPPLIERS, SERVICES (selected), GROUPS OF SERVICES, and GROUP TEMPLATES. An 'Add +' button is in the top right. Below is a table of services:

Code	Service	Languages	
	Entrega	es	
020	Documents	ca, en, es, pt	
A0002	Handling	ca, en, es	
A0003	Pick Up	ca, en, es	
A0004	Manipulation	ca, en, es	
A0005	Insurance	ca, en, es	
A0006	Customs	ca, en, es, zh-cn	
F0001	Test	ca, es	

At the bottom are 'DOWNLOAD' and 'UPLOAD' buttons.

Here you will find a list of concepts you can translate to several languages.



The screenshot shows the 'Editing service' screen for service A0005. It has a 'Translations' section with a table for entering the service name in different languages:

Language	Service
Catalan	<input type="text"/>
Chinese	<input type="text"/>
Dutch	<input type="text"/>
English	Insurance
French	<input type="text"/>
German	<input type="text"/>
Italian	<input type="text"/>
Japanese	<input type="text"/>
Portuguese	<input type="text"/>
Spanish	Seguro

A 'SAVE' button is at the bottom.

When clicking on a concept, this screen will be displayed in order to insert the name in different languages.

9.3 Suppliers

Code	Company	
P0001	TransJunior	
P0002	Aduanas Battle i Muñoz	
P0003	WFS	
P0004	Aduanas 2	

Add all your suppliers. This info will be very important to insert your buys in the system.

9.4 Profiles

Create your own profiles and use the different costs depending on the client or quotes.

Profile	
Profile A	
Profile B	
Profile C	

Add costs profile

Profile

9.5 Add costs



Click on Tools → Add

Insert origin information and charges:

- 1.- Insert your Fobs for Export / Import for any route or a fixed route.
 - 2.- Choose the service of your fob. (Check section 9.2)
 - 3.- Supplier: Choose the “supplier” to insert your buy or “sales” to insert your sales
 - 4.- Attach a prove of this FOB if it’s a buy.
 - 5.- Type of price: Fixed price/ per break point / KM / Zip Code / Zone
- 10.- Add Spot Rates

Adding Spot Rates in Webcargo is child’s play. How many spot rates remained unforgotten after you wrote them down in a paper or as your inbox got flooded?

When you are doing a search, click on the green plus sign to add an spot rate agreed by email or telephone and share it with your team before it is too late.

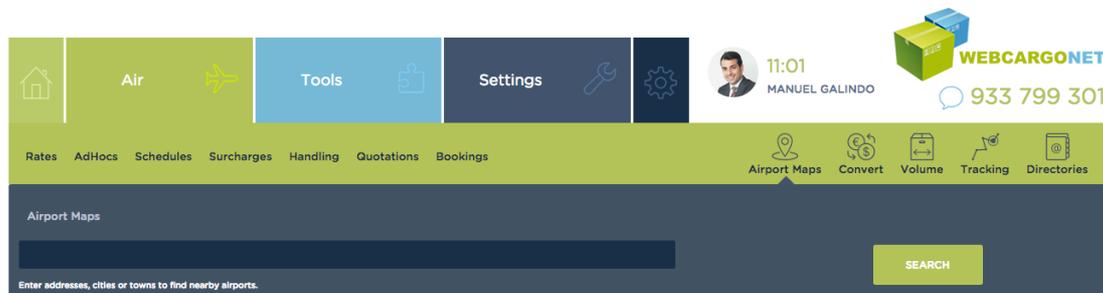
You will be asked to fill up these fields regarding the agreed Spot rate.

- 1.- Gsa
- 2.- Airline
- 3.- Origin

- 4.- Destination
- 5.- Stop-off
- 6.- Currency
- 7.- Product
- 8.- Relation
- 9.- From. This date is mandatory
- 10.- To. This date is mandatory
- 11.- Remarks
- 12.- Promo code
- 13.- Insert the agreed price
- 14.- Insert the agreed surcharges

11.- Airport Maps

Go to the Menu → Air → Airport Maps



Insert the city, town or address and the system will search for nearby airports. Choose the airports that you would like to compare and insert an origin to check the rates.

Airport Maps

walla walla SEARCH

Enter addresses, cities or towns to find nearby airports.

Map Satellite

Google

Map data ©2015 Google, INEGI Terms of Use Report a map error

Move the red indicator on the map to find other airports.

Latitude: 46° 3.874'
Longitude: -118° -20.581'

Nearby destinations with rates

Id	Iata	City	Distance	
1	GEG	Spokane	184 KM	<input checked="" type="checkbox"/>
2	BOI	Boise	324 KM	<input checked="" type="checkbox"/>
3	PDX	Portland OR	334 KM	<input type="checkbox"/>
4	SEA	Seattle	338 KM	<input checked="" type="checkbox"/>
5	BFI	Seattle	342 KM	<input type="checkbox"/>
6	SHN	Shelton	388 KM	<input type="checkbox"/>
7	YVR	Vancouver	502 KM	<input type="checkbox"/>
8	GTF	Great Falls	555 KM	<input type="checkbox"/>

Attention line distances.

EXPORTS RATES FROM
BCN EXPORT

IMPORT RATES TO IMPORT

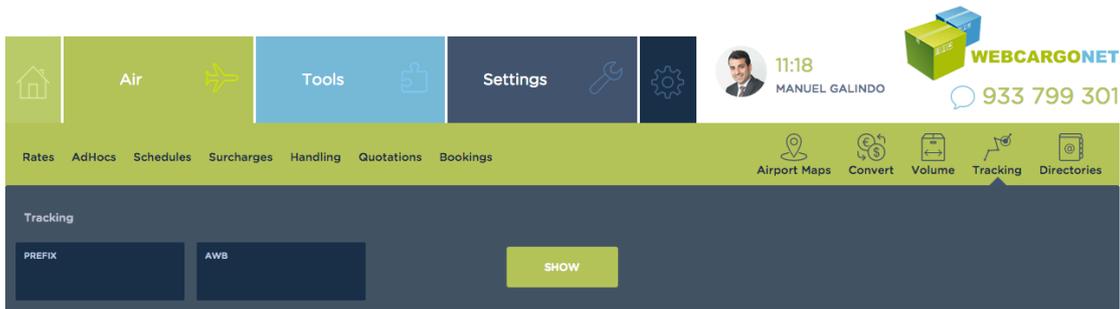
In few seconds, you will be able to check rates from different airports and compare all the options in order to get the most suitable for you in terms of Quality, Price and Transit Time.

1 - 83 / 83 (83) Rows per page 200 Go to page 1

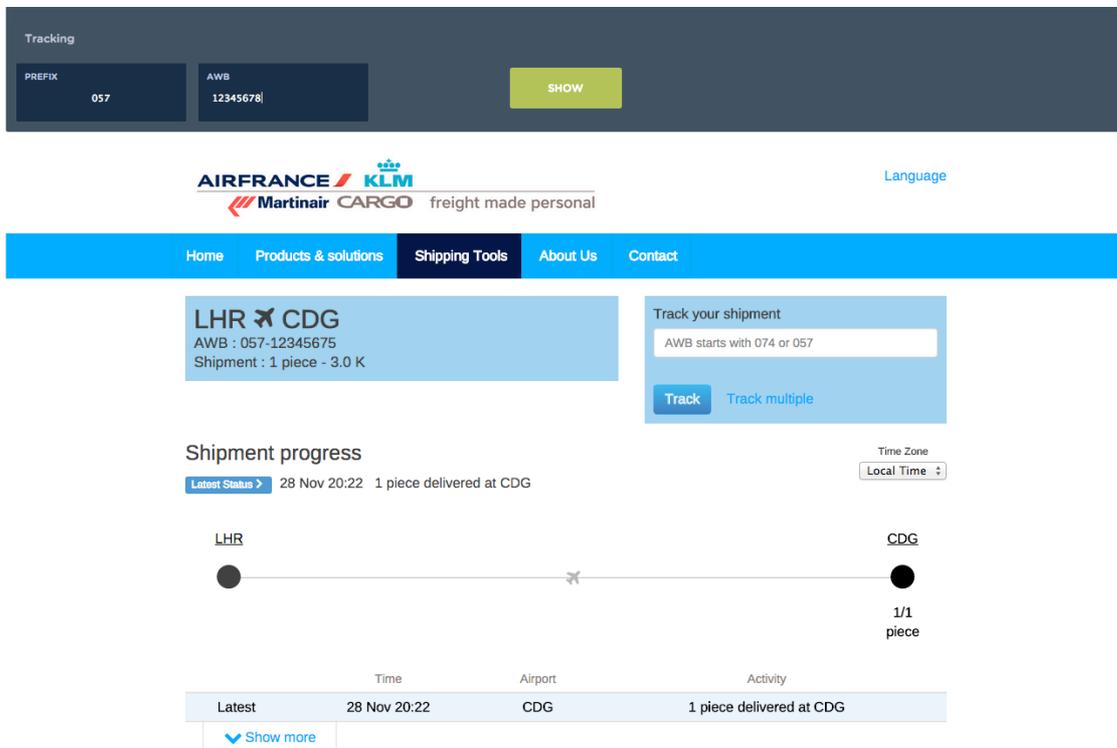
Airline	Product	From	to	Via	Freight	Rate	Base	Fuel	Risk	Freight	Surcharges	Total	
CORE UA - 016	Promo	BCN	SEA	-									<i>i</i> +
CORE UA - 016	General	BCN	SEA	-									<i>i</i> +
DL - 006	Dimension	BCN	SEA	-									<i>i</i> +
EI - 053	General	BCN	SEA	-									<i>i</i> +
CORE UA - 016	Express	BCN	SEA	-									<i>i</i> +
IB - 075	Perform	BCN	SEA	-									<i>i</i> +
BA - 125	Perform	BCN	SEA	-									<i>i</i> +
IB - 075	Prioritise	BCN	SEA	-									<i>i</i> +
BA - 125	Prioritise	BCN	SEA	-									<i>i</i> +
IB - 075	PER	BCN	SEA	-									<i>i</i> +
BA - 125	PER	BCN	SEA	-									<i>i</i> +
CV - 172	General (45 kg)	BCN	SEA	-									<i>i</i> +
AC - 014	General	BCN	SEA	-									<i>i</i> +
AC - 014	DGR	BCN	SEA	-									<i>i</i> +
IB - 075	DGR PAX	BCN	SEA	-									<i>i</i> +
CORE AF - 057	Dimension	BCN	SEA	-									<i>i</i> +
CORE AF - 057	Equation Heavy	BCN	SEA	-									<i>i</i> +
CORE KL - 074	Equation	BCN	SEA	-									<i>i</i> +

12.- Tracking

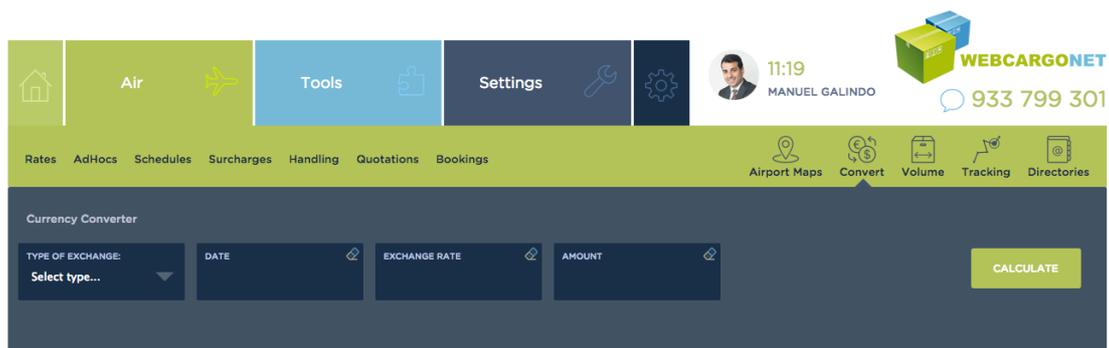
Go to the Menu → Air → Tracking



Write the prefix and AWB reference and the system will connect automatically to the airline website.



13.- Currency converter



Go to Menu → Air → Currency Converter



In this section, you will be able to change the currency easily:

- 1.- Choose the type of exchange: EUR-USD, EUR-HKD...
- 2.- Insert a date to see a previous exchange rate. If empty, then the exchange rate would be the current one of the market.
- 3.- An exchange rate is applied depending on the specified date (2). It can vary to indicate your own exchange.
- 4.- Amount you want to convert

14.- Share rates and FOBS with your agents

The dashboard shows a top navigation bar with 'Air', 'Tools', and 'Settings' tabs. A user profile for Manuel Galindo is visible with a phone number 933 799 301. Below the navigation bar, there are tabs for 'CONTACTS', 'FORWARDERS', 'AIRLINES', 'AIRPORTS', 'SUPPLIERS', and 'AIRPLANES'. A search bar is present with 'Country' set to 'United States' and 'Company' set to 'WEB CARGO'.

Go to the menu → Tools → WCN Directory.

The 'Your agents' table lists the following agent:

My agent	Logo	Company	Web	Share rates
★		Web Cargo Demo	http://www.webcargousa.com	EDIT

Choose the country to see the agent you want to share the rates with. Then click on Share to continue.

The 'Share rates' configuration screen includes the following settings:

- SHARE:** Only general rates
- AIRLINES:** All airlines
- DESTINATIONS:** Worldwide
- SHARE WITH:** All users
- AIRLINES TO SHARE:** (Empty)
- AIRLINES TO BLOCK:** (Empty)

Profit table:

MIN	NORMAL	Q45	Q100	Q300
50	0.25	0.25	0.25	0.25
Q500	Q1000	Q2000	Q3000	Q5000
0.25	0.25	0.25	0.25	0.25

Other data:

- CONTACT PERSON:** Manuel Galindo
- LOCAL CHARGES PROFILE:** Do not share local charges

TERMS AND CONDITIONS: (Empty)

[EDIT](#)

In this screen, you only need to select what you would like to share:

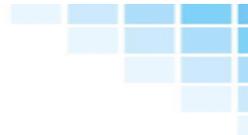
- 1.- Share general rates, promos or agreements.
- 2.- The airlines
- 3.- To share worldwide or just from the country of origin to the country of destination.
- 4.- With all the users of your company or just one.
- 5.- In case of choosing all the airlines in section 2, here you can filter.

Barcelona - New York - All Airlines - Standard Sales Rates												General rates	Contract rates	Forwarder Rates	Promo rates	
LO - 080	LOT		WBCARGONET													
Product	to	Via	Fuel	Risk	Min	Norm	q45	q100	q300	Currency						
General	JFK	-	0.40C	0.15C	90.00	3.20	3.20	3.20	3.20	EUR						
SN - 082	brussels cargo		WBCARGONET													
Product	to	Fuel	Risk	Min	Norm	q45	q100	q300	q500	q1000	Currency					
General	JFK	Allin	Allin	110.00	5.25	5.15	4.85	3.95	3.85	3.75	EUR					
EI - 053	Aer Lingus Cargo		WBCARGONET													
Product	to	Via	Fuel	Risk	Min	Norm	q45	q100	q300	q500	Currency					
General	JFK	-	0.95	0.15C	91.00	2.76	2.76	2.76	2.76	2.76	EUR					
UA - 016	UNITED CARGO		WBCARGONET													
Product	to	Via	Fuel	Risk	Min	Norm	q45	q100	q300	q500	q1000	Currency				
General	JFK	-	0.95	0.15	85.00	3.25	3.25	3.00	2.90	2.90	2.90	EUR				
5X - 406	UPS		WBCARGONET													
Product	to	Via	Fuel	Risk	Min	q100	q300	q500	q1000	q1500	q3000	q5000	Currency			
RESERVED	JFK	-	0.85C	0.15C	108.00	3.08	3.08	3.04	3.03	2.53	3.03	3.03	EUR			

15.- Preferred Airlines

Home Air Tools Settings 11:25 WAYNE TYNDALL WBCARGONET 933 799 301									
Local charges Products Currencies Preferred Users Clients Home Page Contacts Conditions Freight Regions Traffic Calculation basis									
Preferred and Core airline Add +									
User	From	To	Core	Preferred	Hub	Do not use	Edit		
All	All	Worldwide	AF				[Edit]		
All	All	🇦🇷 - Argentina	AF				[Edit]		

Feature only available for Admins. Go to the Menu → tools → Preferred and Core.



Please choose Country or Airports.

Local charges Products Currencies **Preferred** Users Clients Home Page Contacts Conditions Freight Regions Traffics Calculation basis

Add Preferred

User	All	Only apply to this user
From		Only apply for this origin
Destination country	Airports indicated below	Valid for all the country.
Airports		Valid only for this destinations.
Core		Iata codes separated by commas.
Preferred		Iata codes separated by commas.
Hub		Iata codes separated by commas.
Do not use		Iata codes separated by commas.

ADD

AirlinesCore: Insert the airlines that you can show in the system like Core airlines

Preferred: Insert the airlines that you can show in the system like Preferred airlines

Hub: Insert the airlines that you can show in the system like Hub airlines.

Do not use: Insert the airlines that you can not show in the system.



Your team will know they are preferred because a “Preferred” icon will show along with the search results.

16.- Change Details

Go to the Menu → Webcargonet → My Data.



11:27
MANUEL GALINDO

WEBCARGONET
933 799 301

My profile Contact Login details

NAME Manuel Galindo	PHONE 933799301	MOBILE 692670237	USER manel@webcargonet.com	PASSWORD *****
JOB TITLE Director comercial	LANGUAGE English	CITY Barcelona	EMAIL manel@webcargonet.com	SEACARGONET USER maneldw@gmail.com
<input type="text" value="Seleccionar archivo"/> Ningún archi...eleccionado				<input type="button" value="SAVE"/>

Here you will be able to manage all the information regarding your account: name, telephone, user, password...