

CONSOLIDATION JOBS

KEY POINTS

- Consol jobs combine multiple jobs.
- Creating house jobs either within or outside of the consol.

TERMS

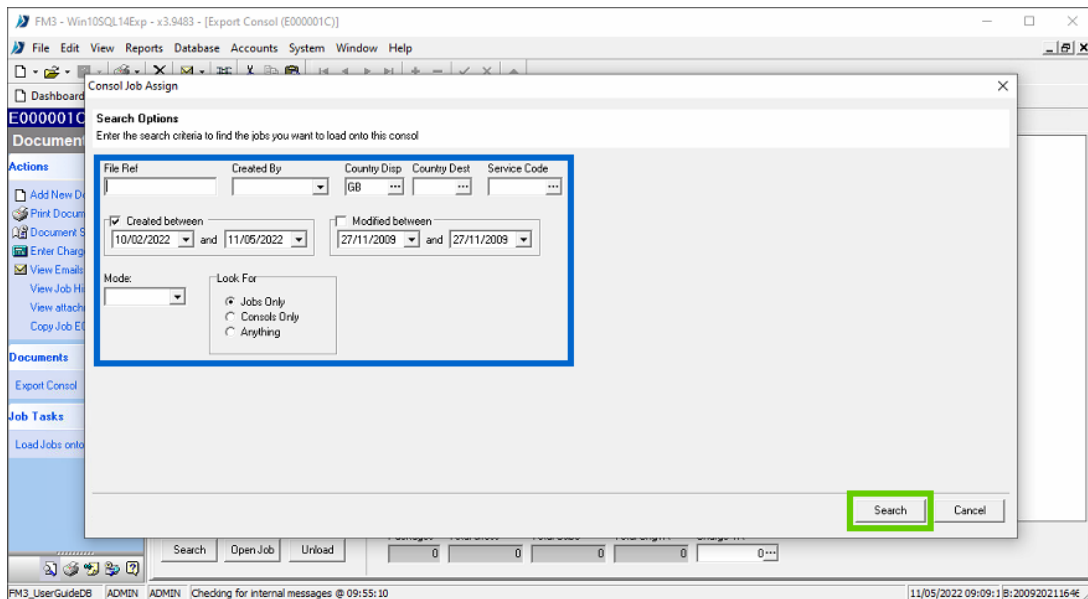
1. Consol = short for consolidation
2. Consolidation Job = Separate job which groups single house jobs.

CONSOLIDATION JOBS

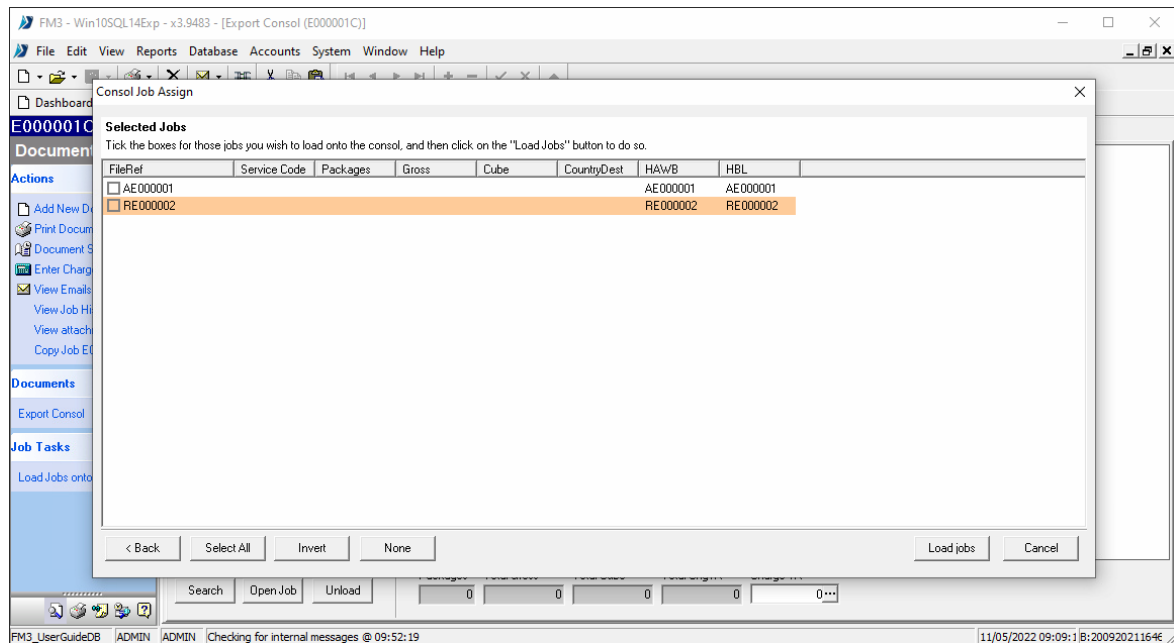
Jobs can be grouped together, through a Consol Job. To create these, click the 'New Document' button, select '**Consolidation**' and create either an **Import** or **Export Consol**.

To add jobs to this Consol, click '**Load Jobs onto Consol**' and use the **search parameters** to find the specific jobs.

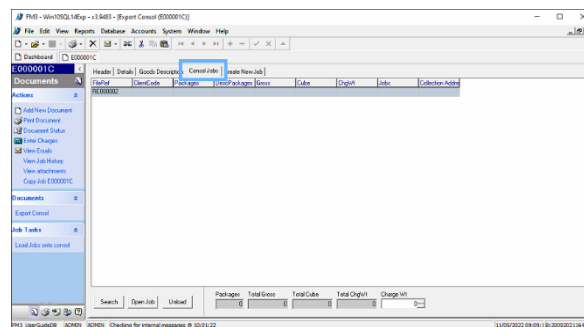




Hit **search** and **select the jobs** you wish to add. If the job you want is not there, check the search conditions or the jobs already loaded into the Consol.



Once added all jobs will be in the **'Consol Jobs' tab**.

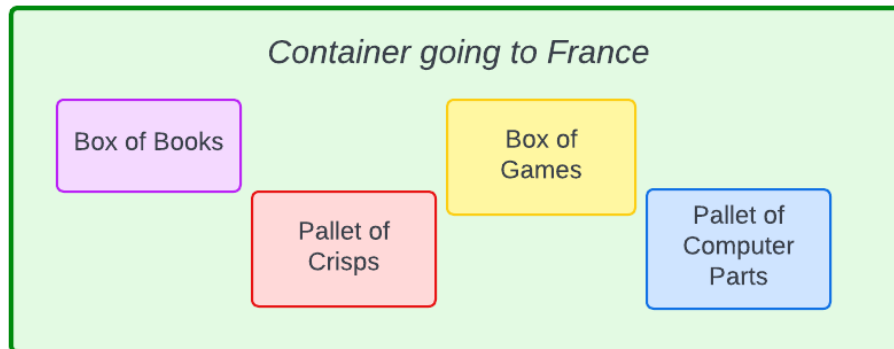


CONSOL JOBS

WHAT IS A CONSOLIDATION JOB?

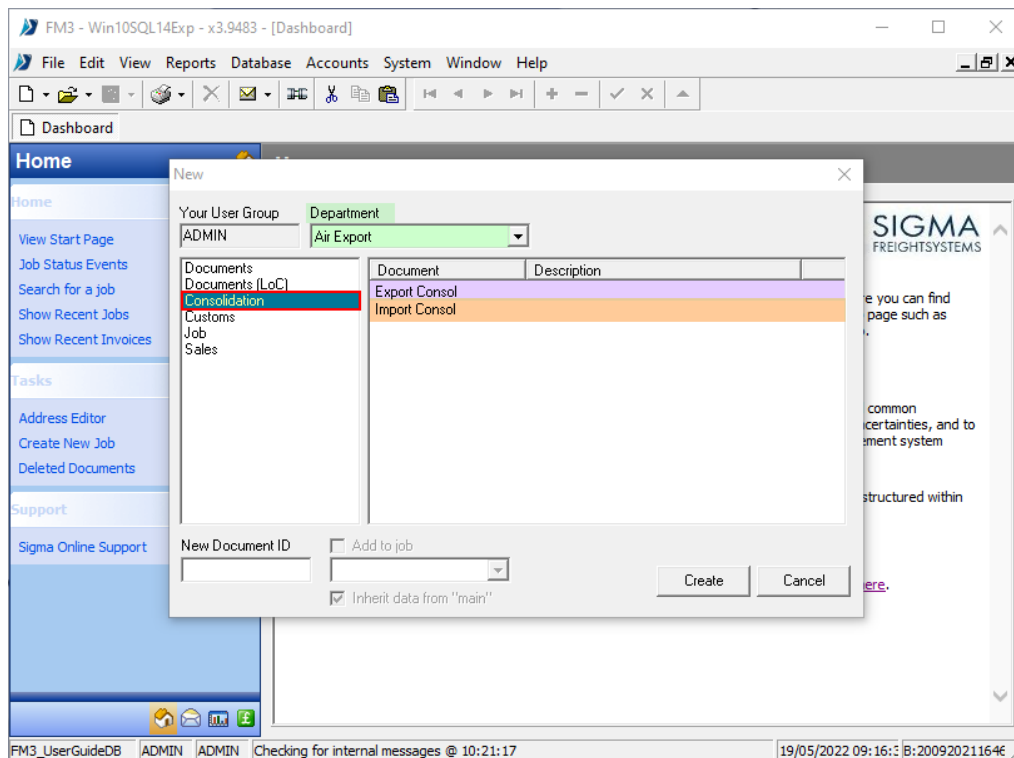
Consolidation Jobs (Consol jobs) are groups of jobs travelling within the same journey or container.

For example, if I have a container going to France, I could allow clients to book space on this container. From here each individual job from different clients can be loaded onto the Consol Job, keeping them separate while linking them through the container.



CREATE A CONSOL

To generate a new Consol Job, press the 'New Document' button (Blank page in the top toolbar), select the 'Consolidation' category, and choose the document type (**Export** or **Import**)



In the Consol, there will be multiple tabs much like normal jobs, such as Header and Details.

FM3 - Win10SQL14Exp - x3.9483 - [Export Consol (E000001C)]

File Edit View Reports Database Accounts System Window Help

Dashboard E000001C

E000001C

Header Details Goods Description Consol Jobs Create New Job

Documents

Actions

- Add New Document
- Print Document
- Document Status
- Enter Charges
- View Emails
- View Job History
- View attachments
- Copy Job E000001C

Documents

- Export Consol

Job Tasks

- Load Jobs onto consol

Consol Jobs

COD ... Office LON ... Service ... ☐ Consol Closed

Type ... Dept. ... Job Status ... ☒ Apportion charges to jobs

Exporter Notes Contact Consignee Notes Contact

Client Notes Contact Notify Notes Notify Contact Agent Notes Age

Collection Notes Contact Delivery Notes Contact

Date/Time: 00:00:00 Date/Time: 00:00:00

FM3_UserGuideDB ADMIN ADMIN Checking for internal messages @ 09:40:47 19/05/2022 09:16:13 B:200920211646

However, an extra 'Consol Jobs' tab is added to display all jobs loaded to this Consol.

FM3 - Win10SQL14Exp - x3.9483 - [Export Consol (E000001C)]

File Edit View Reports Database Accounts System Window Help

Dashboard E000001C

E000001C

Header Details Goods Description Consol Jobs Create New Job

Documents

Actions

- Add New Document
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Job Tasks

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Consol Jobs

FileRef	ClientCode	Packages	DescPackages	Gross	Cube	ChgWt	Jobs

Search Open Job Unload

Packages Total Gross Total Cube Total ChgWt Charge Wt

0 0 0 0 0

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ADDING JOBS

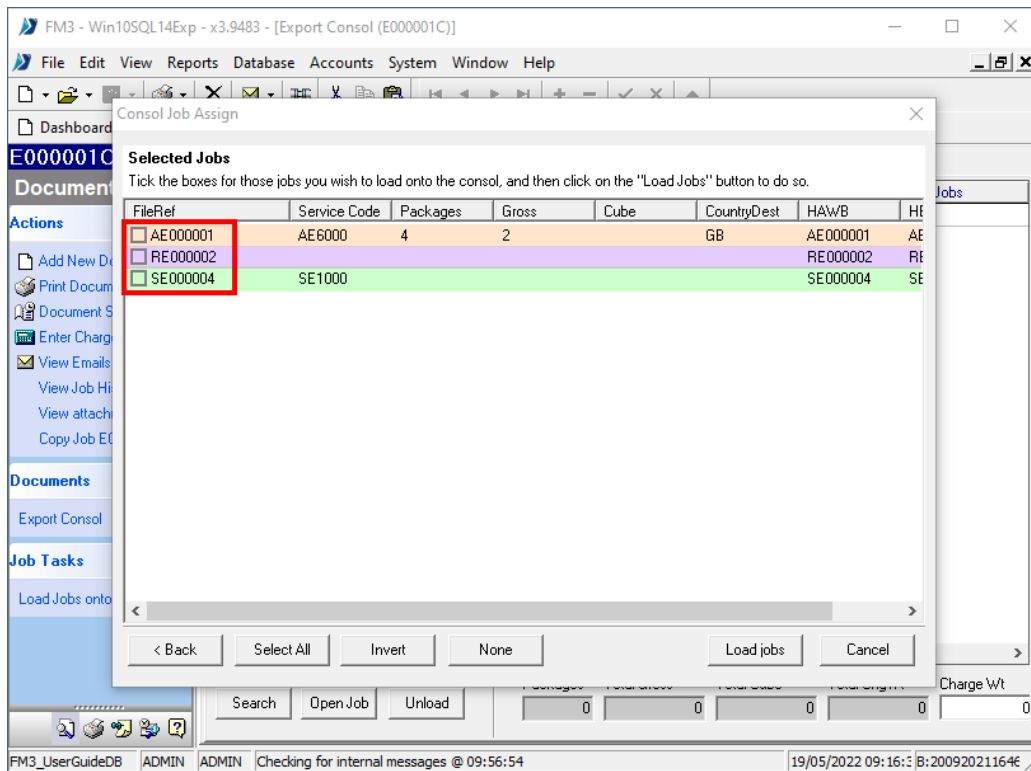


In order to add jobs to a Consol, click 'Load Jobs onto consol'

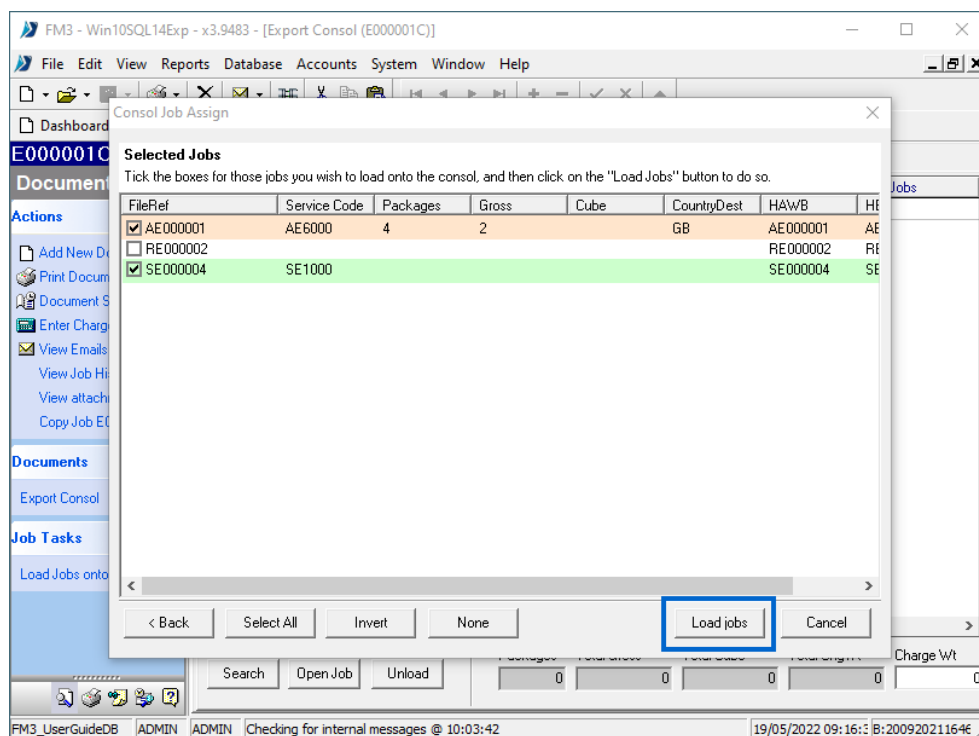
Search criteria can help find the jobs needed for the Consol, these include **File Ref**, information from within the job (**Country Disp/Dest and Service Code**), **Created dates**, **Job**



mode and job type (**Consol or Job or both**). These fields can help narrow down the search for jobs to add. Click search when fields are as required.



Once the search is complete a list of jobs (e.g., **AE000001**, **RE000002**, **SE000004**) will appear, simply **tick** the ones you wish to add and press **load jobs**.



These jobs will now be added to the consol and show in the '**Consol Jobs**' tab.



FM3 - Win10SQL14Exp - x3.9483 - [Export Consol (E000001C)]

File Edit View Reports Database Accounts System Window Help

Dashboard E000001C

E000001C

Documents

Actions

- Add New Document
- Print Document
- Document Status
- Enter Charges
- View Emails
- View Job History
- View attachments
- Copy Job E000001C

Documents

- Export Consol

Job Tasks

- Load Jobs onto consol

Header Details Goods Description Consol Jobs Create New Job

FileRef	ClientCode	Packages	DescPackages	Gross	Cube	ChgWt	Jobs
AE000001	CUPPB	4 Box		2.00		2.00	
SE000004						0.00	

Search Open Job Unload

Packages Total Gross Total Cube Total ChgWt Charge Wt

4 2 0 2 2

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UNLOAD JOBS

If a mistake is made and a job needs to be removed; highlight the job and press 'Unload'.

FM3 - Win10SQL14Exp - x3.9483 - [Export Consol (E000001C)]

File Edit View Reports Database Accounts System Window Help

Dashboard E000001C

E000001C

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- Document Status
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Header Details Goods Description Consol Jobs Create New Job

FileRef	ClientCode	Packages	DescPackages	Gross	Cube	ChgWt	Jobs
AE000001	CUPPB	4 Box		2.00		2.00	
SE000004						0.00	

Search Open Job Unload

Packages Total Gross Total Cube Total ChgWt Charge Wt

4 2 0 2 2

FM3_UserGuideDB ADMIN ADMIN Checking for internal messages @ 12:26:37 19/05/2022 09:16:1 B:200920211646



A window will appear; ensure the **correct job(s) are ticked**, press '**Unload jobs**' and it will be removed. The job will still exist on the system; this only unloads the job from the consol.

