长锦网页新 E-SERVICE 使用说明

一. 登陆&用户名信息更新



- 1. 打开网页 <u>http://eservice.sinokor.co.kr</u>
- 2. 点击【LOG-IN】用原 ID/密码登陆。
- 3. 登陆后,点击【My Info】或 【Account】

🏠 Home | 🝟 Log-Out | 🥖 My Info | 🎘 Sitemap | 🎯 Manual | 🏠 HomePage Register Membership Process Enter the ID Change the Password WRITE Enter the user name Enter all information and click the [Save] button. Select the Nation JAPAN Enter the e-Mail address WAIT \bigcirc Enter the company name Please wait an approval of SINOKOR P.I.C. Approval e-Mail will be sent to your e-Mail address. Enter the company address SD2 OMPLETE Enter the Telephone Number Now it's available for using e-Service 63243265 Approval will be processed within 1~2 hours. Enter the Fax Number 63292002 Select the company's category Forwarder (2)

Select your job Outbound
Inbound
Inbound
Outbound

Select the booking office

Mailing Service

Yes
No

3

(4)

BOOKING NOTICE

Yes
No
INVOICE SENDING
Yes
No

FREETIME NOTICE
 Yes
 No

e-Mail Address for Mailing service ssing@shanghai.sinokor.co.kr

5 - Save Cancel

- 4. 弹出 ID 信息页面。更新及补充项下信息。
- 补充项目:

S

- 1) [Enter the cellphone number] 输入手机号码
- 2) [Select the company's category] 选择公司分类。

Select the comp	any's category
	-
Forwarder	
Shipper	
Liner	
Transporter	
Customs Service	-

3) [Mailing Service]

勾选您需要的的邮件通知服务。

- 【注】请各订舱代理及客户注意,妥善管理 用户名及密码。 及时更新或取消 ID 信息及 作废 ID。否则很容易遭到信息外泄。 另 INVOICE 服务暂不开放。
- 4) [e-Mail Address for Mailing service] 输入需提供 MAIL 通知服务的邮箱地址。 含本 ID 中的 EMAIL 地址。
- 5) 【SAVE】保存。

	E-SERVICE Sinokor Merchant Marine Co., Ltd.
	LogIn [SDTEST] 🛛 🔤
	Account ID Manage
<u> </u>	
5	My Menu [Config]
	以上 しょう
	出口业务 🕞
	进口业务 😪
	货运位置 😪
	其他业务 👒
	* Language Selection Korean English Japanese
	Remote control >
	Family Site
	Copyright (C) 2013 Sinokor Merchant Marine Co., Ltd. All Rights Reserved.

二. 菜单说明

LogIn [YJTEST1] 🛛 🖂
P 🔍
Account ID Manage
🗹 🚖
Board Shipping
My Menu [Config]
计划 🚺 🚺
○ 船期查询
○ 船舶动态及计划
○ 港口调度
○ 邮件服务
出口业务2 4
• NEW BOOKING
• BOOKING LIST
∘ s/R
• B/L
• INVOICE
∘ D/G
○ B/L状态查询(SUR)
货运位置 (3) 🛛 👘
• CARGO TRACKING
· POSITION IN VSL
其他业务
• CONTACT POINT
• STANDARD TARIFF
• DEM/DET TARIFF
◎ B/L状态查询(SUR)
 (Japan AFR) T/S Info.
· Q&A BOARD
• FAQ BOARD
• DOWNLOADS
* Language Selection
Korean English Japanese Chinese
- Sapanoso - Onmese

- 【Accout】已登录 ID 的信息查看及修改页面。
 同【My Info】界面
- 2. 【ID Manage】该ID下,该公司的用户名清单。
- 3. 【**Board**】留言板查看及下载。
- 4. 【Shipping】查看货物出运情况
- 【My Menu[Config]】
 选择常用功能菜单。

- 1. 点击主菜单,显示分级菜单
 - 1) 计划:

o 船期查询

- o 按船名搜索航行轨迹及计划
- o 搜索某港的船舶调度情况
- o 邮件发送船期信息
- 2) 出口业务:
- o 订舱界面
- o 订舱清单
- o 托书
- o 提单
- 0 发票
- 危险品(初步审核危险品可接否)
- o提单状态查询(非注册客户均可使用)
- 3) 货运位置:
 - o 查询货物状态
 - o 集装箱泊位查询
- 4) 其他业务:
 - o 长锦所有港口联系人查询
 - o 各港口标准费率查询
 - o 各港口 DEM/DET 费率天数查询
 - o AUTHORITY GRANT MANAGEMENT(不用)
 - o 提单状态查询

o日偏T/S二程船信息查询(AFR)

(非注册客户均可使用)

- o Q&A Board 提问回答
 - [1:1 Board]

是针对某票,给某位担当发出提问

- o FAQ Board 常用问题解答
- o下载各类样本

(一) 船期查询

计划	•
◦ 船期查询 ①	
○ 船舶动态及计划	
○ 港口调度	
○ 邮件服务	

Point to Point Schedule

Depa	rture CH	ina 🗸	SHANGHAI, CHINA	· ~ /	• Arrival	RUSSIAN FEDERAT	I VLADIVOSTO	K FISHERY,RUS \vee
• Year	20	15 V 12 V			View	Calendar View	20	
				201	5. 12 🕨			S Inquir
Sun		Mon	Tue	Wed	Thu	Fri		Sat
29		30	1 DONGJIN VENUS	2 O.M. HUMOI GSL AFRICA	3 RUM KITI B	4 HUM SINO EASTI	TRANS HONG KONG ERN EXPRESS	5 3 SENTOSA STAR
6		7 HYUNDAI STRIDE TASANEE	8 Dongjin venus	9 0.м. нимоі	10 RUM SINOK PANCO	0R AKITA SINO N SUCCESS	TRANS HONG KONG	12 SENTOSA STAR
13		14 MIAMI TRADER LARENTIA	15 Dongjin venus	16 О.М. НИМОІ	17 RUM KITI B EASTEI	18 HUM SINO RN EXPRESS	TRANS HONG KONG	19 Sentosa star
20		21 CARPATHIA	22 Dongjin venus	23 0.M. HUMOI	24 SINOK PANCO	25 OR AKITA SINO IN SUCCESS	TRANS HONG KONG	26 Sentosa star
27		28 Dongjin venus	29 Northern Voli	30 ITION O.M. HUMOI	31 RUM	1		2
Term	V	/essel / Service		Departure			Arrival	
1st	SENTOS CKR	A STAR / 0007E	SHANGHAI, CHINA WAIGAOQIAO 2015-12-05 23:00		4)	BUSAN, KOREA DONGBU BUSA 2015-12-07 18:	N CNTR TERMINAL	
2nd (T/S)	HAKATA 0024W PVS1	VOYAGER /	BUSA DON 2015	N, KOREA GBU BUSAN CNTF -12-09 18:00	R TERMINAL	VLADIVO Vladivost 2015-12-	STOK FISHERY,RU ok Fishery Port 11 10:00	ISSIA
Docum	ent Closing	2015-12-04 12:00			Container Closir	ng		
В	/K PIC	QIAN ERXIAN Tel. <u>86-21-63243290</u> e-Mail. exqian@shar	ghai.sinokor.co.kr		B/L PIC	yang yiqiao Tel. <u>+86-21-6324</u> e-Mail. yangyiqia	1 <u>2681</u> o@shanghai.sinoko	or.co.kr
								Bookir

1. 点击【<mark>船期查询】</mark>

- 2. 弹出【Point to Point Schedule】 查询并选择船期。
 - 1) 选择起运港、目的港、月份
 - 2) 选择视图列表
 - i:【Calendar View】日历模式
 a:该模式船名无底色->直达船,
 绿底船名>中转船
 - ii: 【List View】列表模式b: 功能与日历模式类似。
 - 3) 点击所需日期船名
 - 4)页面下方自动显示,该船相关信息。二程船信息,仅参考用
 - i: 【Document Closing】 提单确认截单时间。
 - li: 【B/K PIC】 长锦订舱联系人
 【B/L PIC】 长锦提单确认联系人
 - 5) 点击【BOOKING】提交订舱。
 - ** 订舱界面。也可从出口业务下 NEW BOOKING 选择船期。

(二) 出口订舱

出口业务 💊
• NEW BOOKING
• BOOKING LIST
∘ S/R
• B/L
• INVOICE
∘ D/G
○ B/L状态查询(SUR)

1. 点击【NEW BOOKING】

🏠 Home | 🔐 Log-Out | 🥖 My Info | 🎘 Sitemap | 👩 Manual | 🏠 HomePage

0

			 Booking office 	SHANGHAI OFFICE	*
					SK Bookman
- User Informati	ion 🔍				
Name	SINOKOR SHUJING		• TEL/FAX	+8663243265234 / +86	63292202
e-Mail	shujing@shanghai.sinoko	or.co.kr	ORG Shipper		
^{客户编号} ①			Freight No.		
- Schedule 🔍	3				
P.O.R	•				
Term \	Vessel	POL		POD	
Cargo Term	CY/CY	v	Freight Term	FREIGHT PREPAID	
				6	
- Container	LCL Cargo 4			S FreeTime Tari	ff 🕴 1/G CHEO
			Soc	ecial Cargo Information	
SIZE TYPE	E Q'TY D/G SOC	Empty UNNO	CLASS Temp(℃) C	COVER Length(mm) Width(mm) H	leight(mm) Weigh
/ 💌 DRY					
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2. 【Booking Register】订舱界面

- 1) 客户编号: 必填, 不能重号。
- 2) Freight REF: 俄罗斯、日本到付必填。
- 点击【Schedule】】放大镜,搜索并 选择船期。(若从船期查询进入此界面, 则自动显示船名信息。
- 4) 【LCL Cargo】 订拼票时使用。 勾选后,不用输入箱型箱量。
- 5) 【FreeTime Tariff】基础 FreeTime 查询。
 【D/G CHECK】危险品初步审核。
 最终按订舱批复为准。
- 6) "ADD/DELETE" 箱号添加行/删除行
- 7) 提单进度状态,会有颜色变化, 区分操作状态。
- 8) 【1:1 Board】留言板。此界面仅显示用。
- 9) 【Document Closing】提单截单时间。
 【B/K PIC】 长锦订舱联系人
 【B/L PIC】 长锦提单确认联系人
- 10) 填写主品名信息。必填
- 11) 【Remark】填写加拼要求等。
- 12)【I want to register this booking to bookmark】勾选后,该订舱信息存入 BOOKMARK,下次订舱,点击右上角 【B/K Bookmark】按钮,可复制。
- 13) 点击【Save】保存并提交订舱。 成功 SAVE 后,自动跳转至【Booking Inquiry】界面。
 - 点击【Delete】 退关。
 - 点击【List】跳至 BOOKING LIST 界面。

Booking Inquiry

S/R Input

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* B/K No. SNKO020	151109510 🕕		+ Status 🧕	ALL O	Request	O Conf	irm O	Reject	
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🏠 Home | 🔐 Log-Out | 🥖 My Info | 🎘 Sitemap | 🍘 Manual | 🏠 HomePage

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			S/F	R Bookmark
Shipper	•	Vessel / Voyage	EASTERN EXPRESS / 1527	E
SDFSDF		Port of Receipt		
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Booking Inquiry】界面, 即菜单【BOOKING LSIT】界面。

- 1) 直接显示刚生成的提单号及对应信息。
- 2) 点击提单号,查看&打印订舱回执。
- (B/K】的状态,显示为"Input"。 代表 BK 已输。
- 4) 点击【S/R Input】, 进入输单页面
- 5) 其他:
 - i:【1:1 Board】按提单号留言,
 点击【Write】填写并提交。
 - ii: 【**Excel**】下载
- 6) 【EDI Upload】EDI 网页订舱按钮。
 【Booking】进入 NEW BOOKING。
 重新建立新订舱。
 【Booking Details】进入被选提单号的
 BOOKING 界面查看信息
 【Delete】删除/退关
 【Print Notice】打印 NOTICE
 【B/L Inqury】订舱成功后,可以链接

进入提单修改页面。

7) 【On-line】客户网页及 EDI 提交的订舱【Off-line】紧急情况,长锦订舱

4. 进入【S/R Input】界面,输入托书信息。

- 1) 【Cargo Type】 Simple->仅签发 Master bill Console->签发 Master & House bill.
- 2) 【Package】 件数和包装
- 【PKG/WGT/MSR Division】下方若已 输入两个以上箱号,每个箱号后的件毛 体,在按此按钮后,将平均自动录入,
- 4) 【Excel Upload】 多个箱号 EXCEL 上 传功能
- 5) 【ADD/DELTE】 添加删除箱号
- 6) 【DG CERTI】危险品资料上传 【RIDER】其他保函/申请上传。
- 7) 点击【Save】提交,若显示"Successfully saved. You should submit the S/R"提示。 表示保存成功,你可以提交托书。 点击确认。页面转至【S/R Inqury】界面。 【List】手动进入【S/R Inqury】

S/R Inquiry

• • • • • • • • • • • • • • • • • • • •	2015-11-2	22 ~ 2015	5-11-29		 Status 	l ALL 🔘 Red	juest 🔘 Confirm 🏾	Reject	
▲客户编号					+VSL/VY	3	1		
• P.O.L					• P.O.D				
+D.L.V									
									Inquiry
B/K No		ORG Shipper	Vessel	Voyage	Departure	Arrival	Delivery	CNTR	Special
SNKO0201 fgfgd	51109512	LG CHEM	PCSS	1527E	SHANGHAI, CHINA 2015-12-24 16:00	BUSAN, KOREA 2015-12-26 06:00	BUSAN, KOREA		
SNKO0201	51109529		ETE	1527E	SHANGHAI, CHINA 2015-12-31 16:00	AKITA, JAPAN 2016-01-02 06:00	AKITA, JAPAN		
SNKO0201	51109505 9X1		HDVC	219W	SHANGHAI, CHINA 2016-01-03 08:00	BUSAN, KOREA	BUSAN, KOREA		
AP 1512S999					III				
AP 1512S999			•						
AP15125999 AP15125999 Page 1 of 3	(26 items)	< 1 2 3	2						

B/L Inquiry

Term 2015-11	-22 ~	2015-11-	29	VSL/VYG		1		
P.O.L				• P.O.D				
D.L.V				客户编号				
							9	Inquir
/L No	Vessel (CallSgn/NA)	Voyage	Departure	Arrival	Delivery	CNTR	Confirm	B/L Modifi
NKO02015110910 JTEST2015112402	GSAF (A8VG2/LR)	8275	SHANGHAI, CHINA 2015-12-30 (ETD)	HOCHIMINH, VIETNAM 2016-01-04 (ETA)	HOCHIMINH, VIETNAM	20'x2	No	Able
NKO02015110949 ST1129	CSTS (D5JU9/LR)	0009E	SHANGHAI, CHINA 2015-12-19 (ETD)	BUSAN, KOREA 2015-12-21 (ETA)	BUSAN, KOREA	20'x1	No	Able
NKO02015110950 ST1129	CSTS (D5JU9/LR)	0009E	SHANGHAI, CHINA 2015-12-19 (ETD)	BUSAN, KOREA 2015-12-21 (ETA)	BUSAN, KOREA	20'x0	No	Able
			m					
ge 1 of 3 (21 items)	< <u>1</u> <u>2</u> <u>3</u>	Σ						

🏠 Home | 🝟 Log-Out | 🥖 My Info | 🎘 Sitemap | 👩 Manual | 🏠 HomePage

B/L No. SNKO02015110	9100	()		
Document		• Shipping	SHENJIAQIN Tel. 0086-21-63242996 Fax. 86-21-63292202 e-Mail. shenjiaqin@shan	ghai.sinokor.co.kr
Shipper		Vessel / Voyage	GSL AFRICA / 827S	
TEST		Port of Receipt		
		Port of Loading	SHANGHAI, CHINA	
		Port of Discharging	HOCHIMINH, VIETNAN	1
		Port of Delivery	HOCHIMINH, VIETNAN	1
Consignee		Final Destination		
TEST		Cargo Term	CY/CY	
		Freight Term	FREIGHT PREPAID	•
lotify				
TEST		Parkage	10 CANS	- Input
		WGT	2000 @ KGS	
		MSR	20 CBM	
farks and Numbers	Descrip	tion of Packages and Goods		
/M	GARME	NT		*
	-			-
Y TWO (20'X2) CONTAIN	ERS ONLY.			~
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5. 【S/R Inqury】界面。

- S/R 状态显示为 Input。
 代表托书已输。
- 点击 [B/L Submit] 提交托书,未点击 此按钮前,可反复修改托书内容。提交 以后, S/R 状态显示为 "Submit"。
 后等待长锦批复。
 长锦确认订舱后, B/K & B/L 下将显示为

Confirm.

- 3)点击【B/L Inqury】跳转至 "B/L Inqury "
 界面。点击【B/L Modify】进入提单更改界
 面 "C/A Request。
- 【注】关于 DG CARGO 的订舱, 若非长锦 COC 船。则长锦网页显示的 B/K CONFIRM, 非准确信息。长锦还需向船东提交申请兵 得到批复。故系统未改善前, 非长锦船, 需以长锦操作的确切答复为准。

6. 【B/L Inquiry】界面

- 1) 点击【B/L Modify】进入提单修改界面。
- 提单修改 OK 以后,点击 【B/L Confirm】
 提交提单确认。等待长锦批复。
- 长锦批复后, "B/L"项显示为 CHECK。
 可以打印 CHECK B/L.。若长锦完成提单
 确认以后,则显示为 COPY,可打印
 COPY B/L。
- 4) 【Check B/L】 打印 【Copy B/L】 打印 【Free time】申请 【异地付款保函】申请 【Surrender Request】 申请 【C/A Request】船开后更改申请。
 - 【C/A History】 船开后更改历史记录
- ** B/L 提单号下面是客户编号。
- 7.【C/A Request】界面。
 - 即【B/L MODIFY】提单确认
 - 1) 【Closing time】 提单确认截止时间
 - 2)【Container】 若无箱号输入,必须把添 加的行清空后,才能保存。
 - 3) [Modify Request]
 - 在提交 B/L Confirm 前可反复修改保存。 【B/L Delete】 退关
 - 【List】 链接至 B/L Inquiry 界面。

(三) EDI - WEB 操作流程

E-SERVICE Stoker Marchart Marine Co., List LogIn [YJTEST1]	Booking	ı Inquiry			🏠 Home 🔐 l	.og-Out 🥖 M	ly Info 🎘 Sitem	ap 🌍 Manual	☆ HomePage
Account ID Manage	• Option	Booking Date	O Departure D	ate 💿 Bookir	ng No. • Receipt	ALL	. 💮 On-Line 💮	Off-Line	
🗹 🊖	• Term	2015-11-23	~ 2015-11-30		Status	ALL	💿 Request 💿	Confirm 🔘 Re	eject
Board Shipping	•客户编号				+ VSL/VY	3		/	
My Menu [Config]	+ P.O.L				• P.O.D				
甘刻 ♥ 出口业务 ●	+ D.L.V								
									S Inquiry
• S/R		2	🥖 EDI Upload	🥖 Booking	🔀 Booking Detail	🗿 Delete	🗮 Print Notice	🥖 S/R Input	G B/L Inquiry
∘ B/L									
• INVOICE									
○ D/G ○ B/L状态查询(SUR)									

EDI File Upload [IFTMBF(YITONG)] 1. Select the schedule Search . P.O.L : SHANGHAI, CHINA • P.O.D : JAKARTA, INDONESIA • Vessel : LEDA TRADER • Voyage : 00035 2. Upload the file and click the buttons [Upload] and [Save] sequentially. Ø 刘瓷... Allowed file types: bt Maximum file size: 1Mb nistrator\Desktop\傲湃 WEB UPLAOD\AP15125001.bxt 🥖 Upload 3. If you want to make new Booking, select the item in grid and click the [Save] button. File Name B/K No Vessel Voyage Uploading Date 00035 2015-11-25 09:35:02 AP15125001.bt LEDA TRADER AP15125001.bt LEDA TRADER 00035 2015-11-24 19:55:48 AP15125001.bt LEDA TRADER 00035 2015-11-24 19:55:43 AP15125001.bt LEDA TRADER 00035 2015-11-24 19:54:13 AP15125001.bt LEDA TRADER 2015-11-24 19:54:11 00035 AP15125001.bt LEDA TRADER 00035 2015-11-24 19:53:48 AP15125001.bt LEDA TRADER 00035 2015-11-24 19:53:42 • - F 111 R Save 🔊 Delete 5 Close

Booking Inquiry

+ Option O Booki	ng Date 🔿 Depa	arture Date	e 💿 Boo	king No. 🛛 🕹 Receip	t 💿 ALL 🔿 On	-Line 🔿 Off-Line	
B/K No. SNKO020	151109490]		 Status 	● ALL ◯ Re	quest 🔿 Confirm 🔿) Reject
→客户编号				→ VSL/V1	/G	1	
+ P.O.L				▶ P.O.D			
+ D.L.V							
							🔍 Inquiry
Booking No	客户编号	Vessel	Voyage	Loading	Discharging	Delivery	CNTR Special
SNKO020151109490 On-Line	TEST123	CSTS	0009E	SHANGHAI, CHINA 2015-12-19 23:00	BUSAN, KOREA 2015-12-21 18:00	BUSAN, KOREA	20'x1
<							>
			1			1:	1 Board 🔀 Excel
	🥖 EDI U	pload	Booking	📓 Booking Detail	👔 Delete 🛛 🚔 Prin	t Notice 🥜 S/R Inp	ut 🔍 B/L Inquiry

1.打开 Booking Inquiry

- 1) 点击菜单【BOOKING LIST】
- 2) 点击"EDI Uplaod"进入

2. EDI 上传

- 1) "Search" 船名航次
- 2)选择【EDI FILE】
 (无所谓路径及中文字符)
- 3) 点击 "Upload" 上传。
- 4) 后列表显示已上传的文件信息。
- 5) 点击"Save"提交。成功 save 后,会弹出 "EDI Process is completed"点击确定。
- 6) 点击"CLOSE"退出。返回"Booking Inquiry"界面。
- ** 报文中的港口必须是准确的,船名按网页选择 为准。

3. "Booking Inquiry" 搜索对应提单号信息。

- 若为冷冻箱、开顶箱、框架箱、危险品等。
 则点击【Booking】进入订舱页面,输入特
 种箱信息。并上传各种保函及清单。
- 2) 可点击【S/R】至 S/R Inquiry 查看长锦批复。
 i: "B/K & B/L"项下显示" CONFIRM"
- ii:即已批复。客户也能收到长锦邮件回执。
- ** 长锦批复后【B/L Inquiry】就可以搜索到该 提单信息。可更改提单内容。

4. EDI 网页提单确认上传。

- 1) 【B/L Inquiry】界面,点击【B/L Modify】进入【C/A REQUEST】页面。
- 2) 点击【EDI UPLOAD】上传 EDI 文件。SAVE 成功后,刷新【B/L Inquiry】界面,等待批复。
- EDI 上传成功后, 若日本航线,需进入 B/L MODIFY 修改 HSCODE & SIMPLE CONSOLITED.
- 5. 其他业务与手动网页输入功能一致。

(三) EDI - FTP 操作流程

- 1) 客户成功发送"订舱 EDI -> 长锦"
- 2) 登陆网页【S/R Inqury】界面查询提单号或等待长锦邮件通知。
- 若为冷冻箱、开顶箱、框架箱、危险品等。
 则点击【Booking】进入订舱页面,输入特种箱信息。
 并上传各种保函及清单。
- 4) 刷新查看订舱批复情况或等待长锦邮件通知。
- 5) 客户成功发送"提单确认 EDI -> 长锦"。
- 6) 若日本航线, 需进入 B/L MODIFY 修改 HSCODE & SIMPLE CONSOLITED.
- 7) 刷新查看批复情况。

(四) 其他事项

1. 网页 SPLIT 提单号, BOOKING REMARK 中申请。其他, 暂时通过网页 MSG, QQ 申请。 查询功能待定。暂时邮件、MSG、 QQ 答复。

2. 长锦联系人(网页"船期"& "BOOKING""S/R input""B/L Modify"都有该船的对应担当及联系方式。):
 订舱: Ms 钱尔娴、Ms 张胤、Ms 郑静
 提单确认/对账: MS 沈佳琴、MS 杨一俏、MS 陈思思、MS 王倩

3. 新系统上线,紧急联络人:

Ms 舒静 T: 63243265/3276	邮箱: shujing@shanghai.sinokor.co.kr
Ms 凌文娟 T: 63243052	邮箱: jessling@shanghai.sinokor.co.kr
Mr 沙飞 T: 63242059	邮箱: shafei@shanghai.sinokor.co.kr