



Penang Port SDN BHD

PELKON - III
Train User Manual

Train
Operations

Version 1.0

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1 Incoming Train Details

1.1 Introduction

This function is used to define a train number by manifesting some export containers. For this function container entry mode should be "T".

First the forwarder agent manifests the containers to the train by entering track no and Expected time of arrival (ETA) and expected time of departure (ETD). Once all the details are captured, a train number is generated.

Port user enters the train No that was generated by Forwarder agent and he marks Actual Time of Arrival (ATA) and Bay No.

1.2 Functional Overview

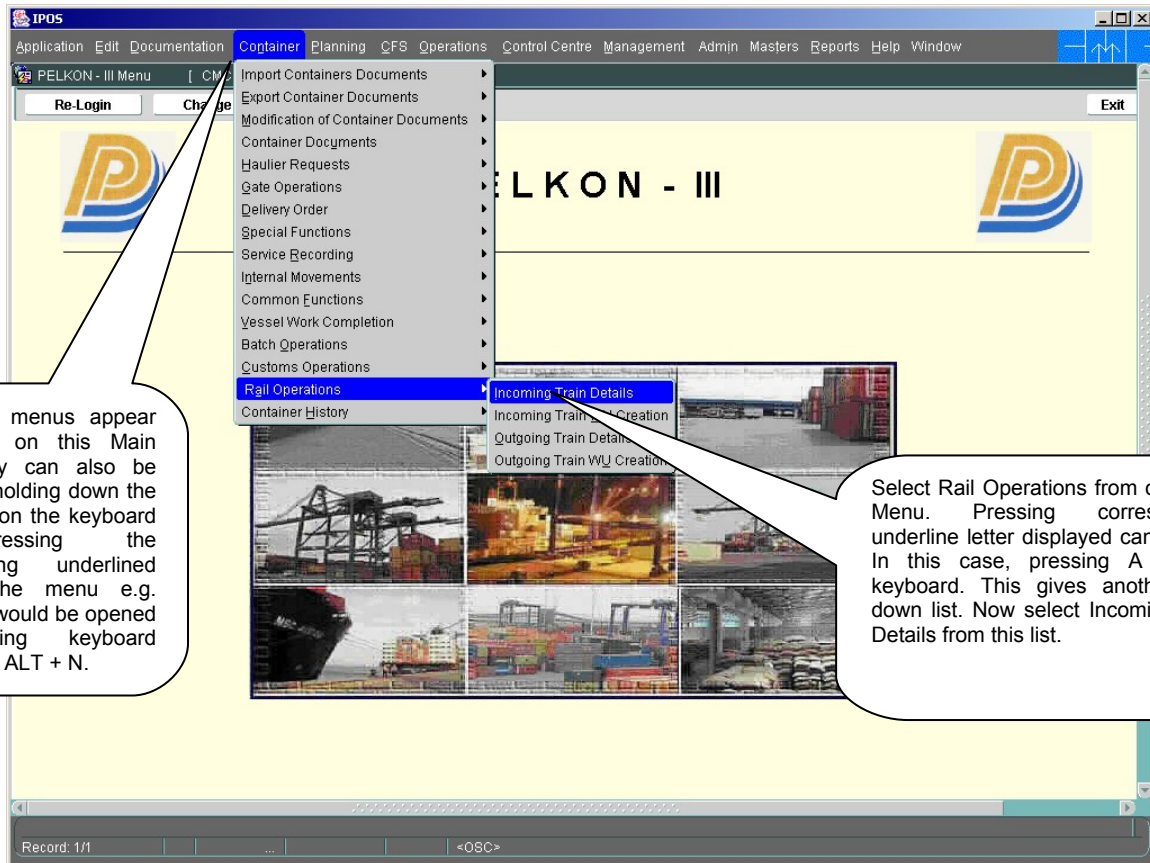
1. Depot user will enter the track number, KTM number, ETA, ETD and the list of containers that are arriving.
2. On saving system generates a train number.
3. Format of train number must be TDYYMMNNNN
YY -> Year; MM -> Month; NNNN -> 4 digits running number
4. Internal user can then enter the train number to modify incoming train details.
5. He enters Bay no and marks ATA and ATD using this screen.

1.3 System Navigation

This section demonstrates how to navigate up to Container Receipt Gate Out Screen. The navigation process to access Container Gate Out Screen is as follows

1. Click on the MACH Logon icon
2. Logon screen appears
3. Log in with proper user id and password
4. Main menu screen appears
5. Click on Container from main menu bar.
6. Select rail operations from drop down menu.
7. Select incoming train details from drop down menu.

Navigation: - Container -> Gate Operations -> Gate out (Short Cut Key: - ALT + N, A, I)



Drop down menus appear by clicking on this Main Menu. They can also be opened by holding down the ALT button on the keyboard and pressing the corresponding underlined letter of the menu e.g. Containers would be opened by pressing keyboard combination ALT + N.

Select Rail Operations from container Menu. Pressing corresponding underline letter displayed can do this. In this case, pressing A on the keyboard. This gives another drop down list. Now select Incoming Train Details from this list.

1.4 Over view of Incoming Train Details

1.4.1 Main Screen-Main Areas

On selecting Incoming Train Details function from the menu, the user is presented with the screen below. The main screen can be broken down into three areas:

1. Toolbar
2. Selection Criteria
3. Table

The areas are shown below (the blue dashed lines separate the different areas):

The screenshot shows the IPOS application window with the following elements:

- Toolbar:** Located at the top, containing buttons for 'Clear', 'Insert', 'Delete', 'Delete Train', 'Retrieve', 'Save', and 'Exit'.
- Selection Criteria:** A form area containing fields for 'Terminal Code' (set to 'BWCT'), 'Train No', 'Track No', 'KTM No', 'ETA', 'ETD', 'Bay No', 'ATA', and 'ATD'.
- Table:** A table with columns: 'Seq No', 'Container No', 'Container Size', 'Container Height', 'Container Type', and 'Wgn No'. The table contains multiple empty rows.
- Status Bar:** At the bottom, showing 'Record: 1/1' and '<OSC>'.

Callouts provide the following descriptions:

- 1) The Toolbar** holds buttons, which can be used to perform actions on a record or the screen (i.e. Retrieve for retrieving all containers or save the screen).
- 2) The Selection Criteria** area of the screen is used to enter details (filter criteria) about what is to be viewed prior to the
- 3) The Table** is used to display all Details about Incoming Trains.

Port user uses the following screen. He marks ATA and ATD for the train that was defined by Depot User previously as shown below.

1) Port user Enters **Train No** that was generated by Depot agent

2) Click **retrieve** button

3) Save entered data

2) Enter Bay No and **ATA**

Seq No	Container No	Container Size	Container Height	Container Type	Wgn No
1	TDTD30050601	20	86	DR	
2	TDTD30050602	20	86	DR	
3	TDTD30050603	20	86	DR	
4	TDTD30050604	20	86	DR	
5	TDTD30050605	20	86	DR	
6	TDTD30050606	20	86	DR	
7	TDTD30050607	20	86	DR	
8	TDTD30050608	20	86	DR	
9	TDTD30050609	20	86	DR	
10	TDTD30050610	20	86	DR	

1.5 Process Steps for Incoming Train Details

1.5.1 Steps for Depot User to generate train No.

- 1) Enter **Terminal Code** if known else press Key F9 to select valid one from LOV. Then new window will open with set of rows. Select one record and click OK button.
- 2) Enter **Track No** if known else press Key F9 to select valid one from LOV. Then new window will open with set of rows. Select one record and click OK button.
- 3) Enter **KTM No**. This is mandatory field.
- 4) Enter Estimated Time of Arrival (**ETA**) of Train into port.
- 5) Enter estimated Time of Departure (**ETD**).
- 6) Enter **Seq No**.
- 7) Enter **container No** for which train No going to be generated.

- 8) Optionally enter **Wgn No.**
- 9) Click on **save** button to save entered data and to generate **Train No.**

1.5.2 Steps for Depot user to delete train No

- 1) Enter **terminal code**
- 2) Enter **train No** or select correct one from LOV
- 3) Click on **Delete train** button, which is on tool bar.
- 4) A confirm message "Do you want delete the train details" will be displayed.
- 5) Select "**Yes**" option against that message.

1.5.3 Steps for Internal Port User

- 1) Enter **Train No** that was generated by depot user if known else press Key F9 to select valid one from LOV. Then a new window opens with list of values. Select one value and click OK.
- 2) Enter **Bay No.**
- 3) Enter Actual Time of Arrival (**ATA**)
- 4) Enter Actual Time of Departure (**ATD**).
- 5) Click on **Retrieve** button to retrieve list of containers manifested for entered Train No.
- 6) Click on **Insert** button to insert another record.
- 7) Click on **save** button to mark ATA.
- 8) Click on **Delete** button to delete the entered record's data.

1.6 Description Of Fields

- **Terminal code**
Represents the terminal code for which the depot user is going to define train no. user enters this or select it from LOV.
- **Train No**
System generates train no in the format TDYYMMNNNN
YY -> Year; MM -> Month; NNNN -> 4 digits running number
- **Track No**
Track No unique for terminal.
- **KTM No**
Mandatory field Depot user enters.
- **ETA**
Represents date and time at which train is expected to come into port. User enters this field.

- **ETD**
Represents date and time at which train is expected to departure. User enters this field.
- **Bay No**
Internal port user enters Bay number that is used to identify the location of discharged containers from train.
- **ATA**

Only Internal user enters actual date and time of train arrival when received containers in the port
- **ATD**
Internal user marks actual departure date and time of train after receiving containers
- **Seq No**
It is an integer number mapped to container for forming queue. job order is generated for containers based on sequence number.
- **Container No**

Depot user enters container no for which he is defining train. When enter Container number, its base attributes like size, height, weight will automatically be populated.