



# **User's guide**

## Contents

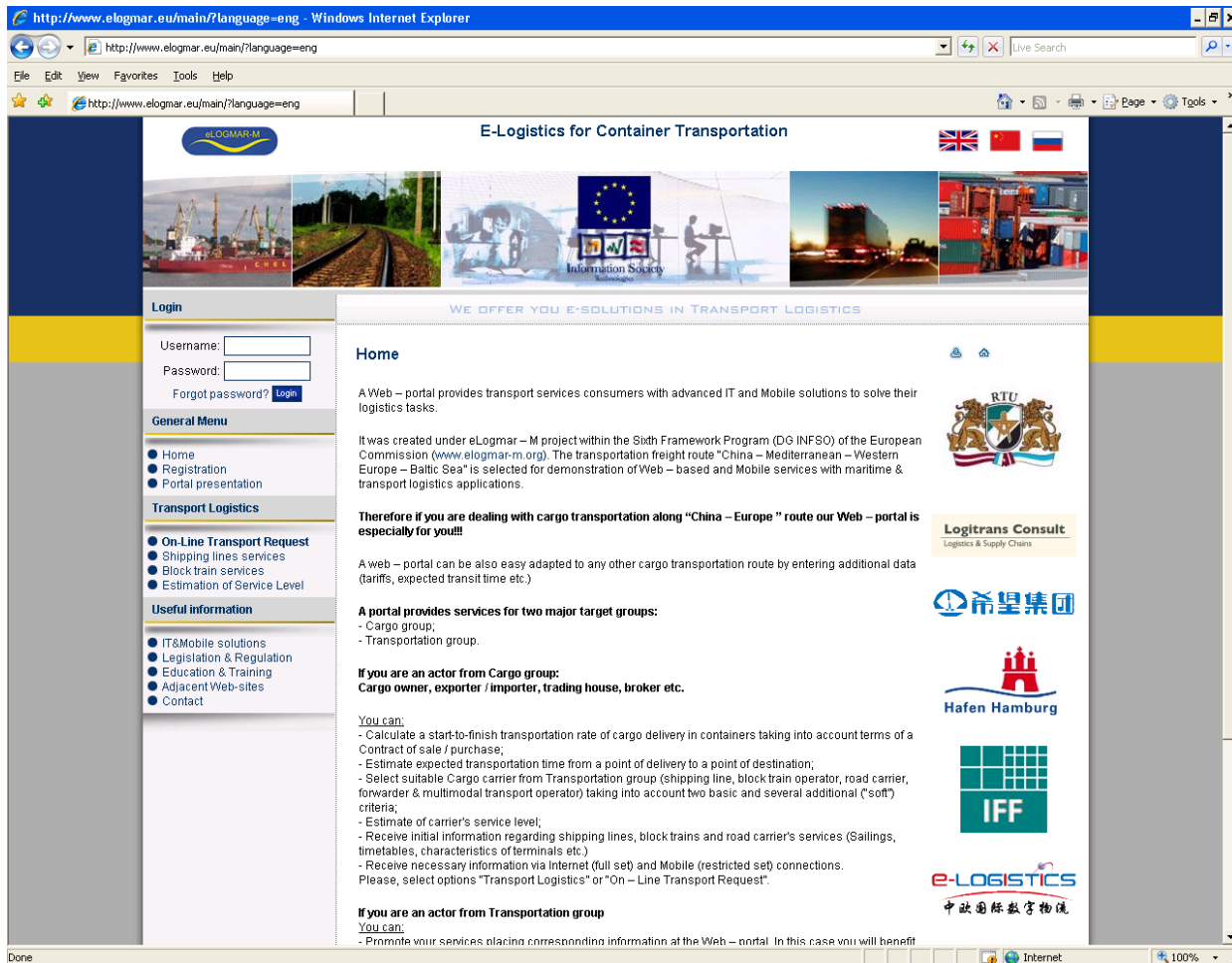
Introduction .....	3
1. Registration.....	4
2. Entering into the Portal.....	9
3. Users Options concerning Transport group.....	10
3.1. Forms for the entry of services and tariff rates.....	11
3.2. Entry of services and tariffs.....	12
3.2.1. Entry of services and tariffs of shipping lines.....	12
3.2.3. Form for the entry of services and tariffs of a road carrier .....	21
3.2.4. Entry of services and tariffs of intermodal transportations (ocean/sea and railway) .....	24
3.2.5. Entry of services and tariffs of intermodal transportations (ocean/sea and road) .....	27
3.3. Operations with entered services for users from transport group.....	30
4. Users options concerning cargo group .....	31
4.1. On-Line Transport request .....	32
4.2. Estimation of the service level .....	42
4.3. Presence of shipping lines services on a route .....	44
4.4. Presence of block trains on a route.....	45
5. Useful information.....	46
5.1. IT and mobile solutions .....	47
5.2. Legislation and regulations.....	48
5.3. Education and training.....	49

# Introduction

Welcome to the portal [www.elogmar.eu](http://www.elogmar.eu)

After a language choice, you will get on the main page.

This is your starting point to all the resources of the portal.



The part of the resources is accessible to unauthorized users, for example, accomplishment of on-line transport request about transportation of cargoes (registration is necessary in the last stage) or reception of the initial information on services of shipping lines / container trains on the selected route.

Users of the portal are divided into 2 groups:

1. Cargo group
2. Transport group

For each group there are own resources. You can find the information on the resources for each group in sections 3 and 4 of the user's guide.

# 1. Registration

To use all the options of the portal [www.elogmar.eu](http://www.elogmar.eu), registration is necessary.

To start the registration, follow the link "Registration" on the main menu.

**Login**

Username:

Password:

Forgot password? [Login](#)

**General Menu**

- Home
- **Registration**
- Portal presentation

**Transport Logistics**

- On-Line Transport Request
- Shipping lines services
- Block train services
- Estimation of Service Level

**Home**

A Web – portal provides transport services consumers with advar logistics tasks.

It was created under eLogmar – M project within the Sixth Framev Commission ([www.elogmar-m.org](http://www.elogmar-m.org)). The transportation freight ro Europe – Baltic Sea" is selected for demonstration of Web – base transport logistics applications.

**Therefore if you are dealing with cargo transportation along “CI especially for you!!!**

A web – portal can be also easy adapted to any other cargo transi (tariffs, expected transit time etc.)

Fill in the form of registration of your company. Mandatory fields are highlighted in yellow.

Special attention must be drawn to the item «Type of Company».

Attentively select the group to which your company belongs: cargo or transport?

The further logic of operation of your account and options of usage of the portal for the advancement of the business depend on it.

For transport group companies it is necessary to choose one of the following alternatives:

- Agent of shipping lines
- Operator of a block train
- Road carrier (hauler)
- Freight forwarder / logistic company.

If your company is not tentative to only one of the first three kinds of activities, we recommend choosing « Freight forwarder / logistic company».

At the end of the form enter a four-digit number which you will see in a picture (Anti-spam protection).

## Company Registration Form



Fill the form carefully.      - Fields are required.

Company Details	
Company Name	<input type="text" value="RTU"/>
Country	<input type="text" value="Latvia"/>
City	<input type="text" value="Riga"/>
Street	<input type="text" value="Meza 1/3"/>
Zip / Postal Code	<input type="text" value="LV-5401"/>
Website (URL)	<input type="text" value="http://"/>

Company Type	
Company Type	<input type="radio"/> Cargo group <input checked="" type="radio"/> Transport group <input type="text" value="Forwarder / Logistic Company"/>

Company's Contact Person	
Name (First name, Last name)	<input type="text" value="Mihails Sotnichok"/>
Title / Department	<input type="text" value="LDP"/>
Telephone	<input type="text" value="26341063"/>
Fax	<input type="text" value="26341063"/>
E- Mail address	<input type="text" value="msw@rtu.lv"/>

Login Details	
User Name	<input type="text" value="mihail1"/>
Password	<input type="password" value="••••••"/>
Re-type Password	<input type="password" value="••••••"/>
I agree with Rules and Conditions (read...)	<input checked="" type="checkbox"/>

Enter the number	<input type="text" value="z224"/>
------------------	-----------------------------------

In the following stage check the accuracy of the entered data. If necessary, changes are possible to be made.

And if all data are entered correctly, confirm registration.

After “Confirmation” it is recommended to print the registration form using the upper buttons.

## Registration



Company Details	
Company Name	RTU
Country	Latvia
City	Riga
Street	Meza 1/3
Zip / Postal Code	LV-5401
Website (URL)	http://

Company Type	
Company Type	Transport Group > Forwarder / Logistic Company

Company's Contact Person	
Name (First name, Last name)	Mihails Sotnichok
Title / Department	LDP
Telephone	26341063
Fax	26341063
E- Mail address	mshv@rtu.lv

Login Details	
User Name	mihail1
Password	mihail1

[Modify](#) [Finish](#)

### Next step

Within next several minutes, further instructions on account activation will be sent to your e-mail address specified by you.

Your registration has passed successfully!

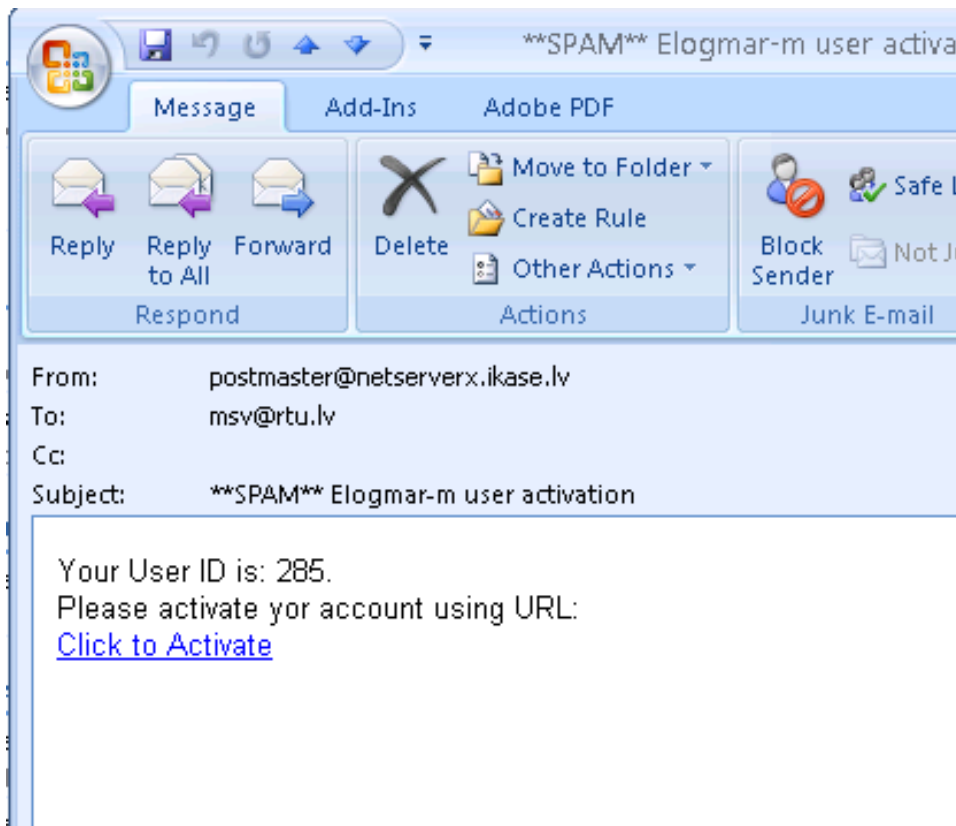
Thank you for desire to use Web-portal in transport logistics for promotion of your company's services!  
We kindly ask you to use personal Username and Password for internal work into the Web-portal.



You have to activate your account before to start using it for the first time

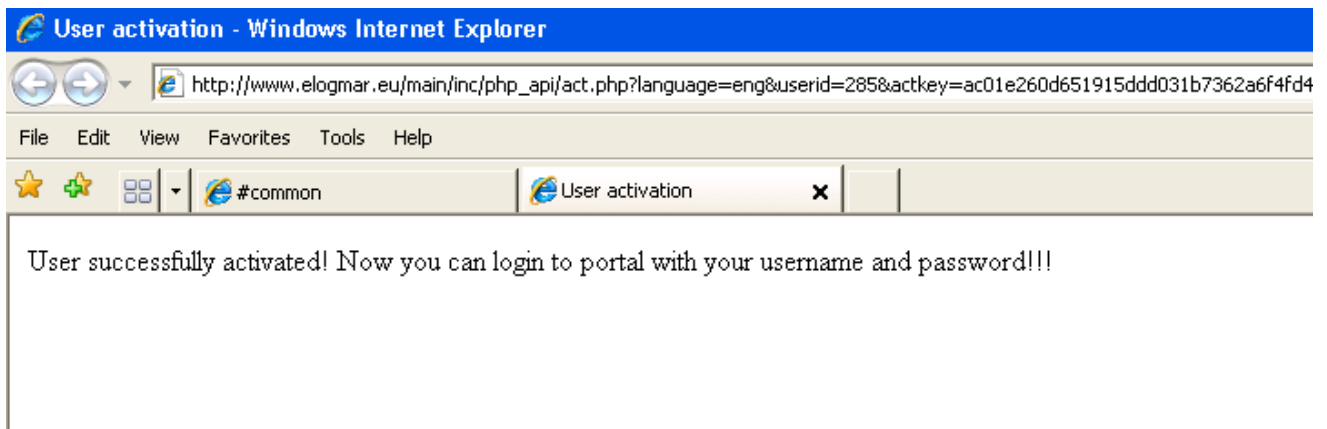
The further instructions are sent to the e-mail address which you have specified during the registration (**msv@rtu.lv**)

Check your e-mail box. If within an hour you do not receive a letter, contact the administrator of the portal.



Account activation is mandatory!

For activation simply click on the link “Click to Activate” in the received letter.



Make sure that your account has been activated.

Your registration has been successfully accomplished. You can enter the portal.

## 2. Entering into the Portal

Use the information specified by you at registration (user's name and the password) for authorization. Make sure that your account has been activated. Entering data in login area user receives access to his personal working field.

**Login**

Username:

Password:

[Forgot password?](#)

**General Menu**

- Home
- Registration
- Portal presentation

**Transport Logistics**

**Home**

A Web – portal provides transport services consumers with advanced logistics tasks.

It was created under eLogmar – M project within the Sixth Framework Commission ([www.elogmar-m.org](http://www.elogmar-m.org)). The transportation freight route "Europe – Baltic Sea" is selected for demonstration of Web – based transport logistics applications.

**Therefore if you are dealing with cargo transportation along "Ch**

If User's name / Password don't match, you receive an error message.

Forgot your password?

Click on «Forgot password?» to restore the password

### The form of password renewal

Enter your e-mail address and user name in form below.

After form filling, e-mail message with the further instructions on password renewal will be sent to you.

Customer e-mail	<input type="text" value="msv@rtu.lv"/>
User Name	<input type="text" value="mihail1"/>

### 3. Users Options concerning Transport group

The main task of transport group is allocation of tariffs for transportation of cargo on a certain route and as a result reception of transport orders for transportation.

The view of the main new user screen at the first entry:

#### My Services

WELCOME: Mihails Sotnichok



Number of the entered services : 0

Add service

Country:  Point of departure: All A B C D E F G H I J K L M N O P Q R S T U V W X Y Z

At this moment you do not have any service. To create new service, click "Add service" button

To create a new route click on «Add service»

The service refers to entry of tariff / rates on transportation on the chosen cargo route.

Forms for the entry of services depend on the type of a company chosen at registration.

The main screen of the transport company with the entered services:

Number of the entered services : 6

Add service

Country:  Point of departure: All A B C D E F G H I J K L M N O P Q R S T U V W X Y Z

No..	Last changed	Selected freight route	Type	Validity date				
1	2009-06-01	Shenzhen / Yantian - Riga	Ocean	2009-12-31				
2	2009-06-01	Odessa - Klaipeda / Draugiste	Rail (Railway property)	2009-12-28				
3	2009-06-01	Riga - Moscow	Road (International)	2009-12-31				
4	2009-06-01	New York - Almaty	Intermodal(Ocean/Sea and Rail)	2009-12-28				
5	2009-06-01	Shanghai - Moscow	Intermodal(Ocean/Sea and Road)	2009-06-20				
6	2009-06-01	Hamburg - Riga	Ocean	2009-05-28				

Add service

The description of operations with defined services can be found in section 3.3

## 3.1. Forms for the entry of services and tariff rates

To add service, select suitable type of transportation.

For each type of transport companies various sorts of forms (5 in all) can be accessible:

1. Services and tariffs of shipping lines - transportations by sea
2. Services and Tariffs of a container block train – rail transportations.

It is divided into two types depending on the form of ownerships of a container:

- 2.1. «Railway property»
- 2.2. «Cargo owner property»

In case a container is « property of shipping lines », i.e. cargo initially follows in the container of shipping lines, it is necessary to use the entry form for tariffs « Cargo owner property » specifying return tariffs of an empty container from the port of arrival.

3. Services and Tariffs of road carrier.

It is divided into 2 types:

- 3.1. International
- 3.2. Internal - and within one country.

4. Services and Tariff rates for intermodal transportations (ocean/sea and rail) – container combined transportations by sea and railway

5. Services and Tariff rates for intermodal transportations (ocean/sea and road) – container combined transportations by sea and road transport.

The transport companies which have specified their type of a company as any, except «Freight forwarder / logistic company», use one form for the entry of services and tariffs.

The company which has specified its type as « Freight forwarder / logistic company» uses all available forms for the entry of services and tariffs.








The screenshot displays a web portal interface. On the left is a vertical navigation menu with sections: 'My Menu' (containing My Services, Edit account, Portal administration, Log Out), 'General Menu' (containing Home, Portal presentation), 'Transport Logistics' (containing On-Line Transport Request, Shipping lines services, Block train services), and 'Useful information' (containing IT&Mobile solutions, Legislation & Regulation, Education & Training, Adjacent Web-sites, Contact). The main content area has a header 'WEB-BASED AND MOBILE SOLUTIONS IN E-LOGISTICS' and a title 'Forms of Services and Tariff Rates'. Below the title is a list of five service categories: 'Services and Tariff Rates of Shipping Line', 'Services and Tariff Rates of Block Train', 'Services and Tariff Rates of Road Carrier', 'Services and Tariff Rates of Intermodal Transportation (Ocean/Sea and Rail)', and 'Services and Tariff Rates of Intermodal Transportation (Ocean/Sea and Road)'. There are also small icons for download, home, and email in the top right of the content area.











## 3.2. Entry of services and tariffs

There will be considered 5 forms for the entry of services and tariffs:

1. Entry of services and tariffs of shipping lines
2. Entry of services and tariffs of a block train
3. Form for the entry of services and tariffs of a road carrier
4. Entry of services and tariffs of intermodal transportations (ocean/sea and railway)
5. Entry of services and tariffs of intermodal transportations (ocean/sea and road)

### 3.2.1. Entry of services and tariffs of shipping lines

Service Information	
Shipping line / Company	Hyundai 
Country of departure	China 
Port of departure	Shenzhen / Yantian 
Country of destination	Latvia 
Port of destination	Riga 
Sailings	2*weekly 
Liner Terms of delivery	FI / LO
Container belonging	Carrier
Are you the Agent in the Port of departure or destination?	Port of departure 

TARIFF RATES & EXPECTED TRANSIT TIME	Type of container			
	Currency	20'DC <input checked="" type="checkbox"/>	40'DC <input checked="" type="checkbox"/>	40'HC <input checked="" type="checkbox"/>
OCEAN / SEA FREIGHT	USD 	<input type="text"/>	<input type="text"/>	<input type="text"/>
BAF: Bunker Adjustment Factor	USD 	<input type="text"/>	<input type="text"/>	<input type="text"/>
CAF: Currency Adjustment Factor % <input type="text" value="0"/>	USD 	<input type="text"/>	<input type="text"/>	<input type="text"/>
THC POD: Terminal Handling Charges in the Port of destination	EUR 	<input type="text"/>	<input type="text"/>	<input type="text"/>
ISPS fee POD: International Ship and Port Security charges in the Port of destination	EUR 	<input type="text"/>	<input type="text"/>	<input type="text"/>
DOC fee POD: Documentation fee in the Port of destination	EUR 	<input type="text"/>	<input type="text"/>	<input type="text"/>
ISPS Ocean Carrier: Inter Ship & Port Security charges of Ocean Carrier	USD 	<input type="text"/>	<input type="text"/>	<input type="text"/>
PSS: Peak Season Surcharge	USD 	<input type="text"/>	<input type="text"/>	<input type="text"/>
OTHERS	USD 	<input type="text"/>	<input type="text"/>	<input type="text"/>
TOTAL amount	USD 	0.00	0.00	0.00

North China 20' DC or Asia 20' DC overweight surcharges must be indicated separately





20'DC Premium in North PRC / Asia 20' overweight surcharges, cargo weight up to 11.999 kg	USD	
20'DC Premium in North PRC / Asia 20' overweight surcharges, cargo weight 12.000 – 17.999 kg	USD	
20'DC Premium in North PRC / Asia 20' overweight surcharges, cargo weight 18.000 kg and over	USD	

	Day	Month	Year
Validity date up to	31	December	2009 

	Expected transit time, days
Expected transit time, days s	29

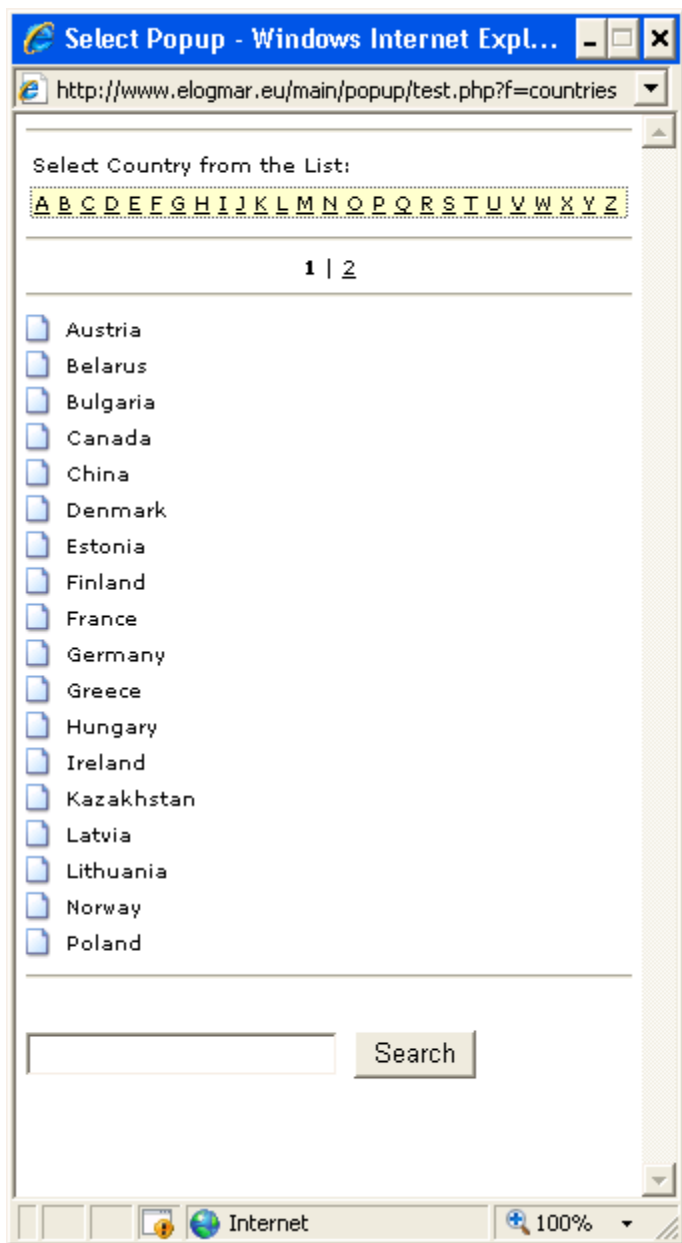
[Submit](#) [Clear](#)

The information about the name of the shipping line is entered by selecting from the dictionary.

Shipping line / Company	Hyundai 
Country of departure	China 
Port of departure	Shenzhen / Yantian 
Country of destination	Latvia 

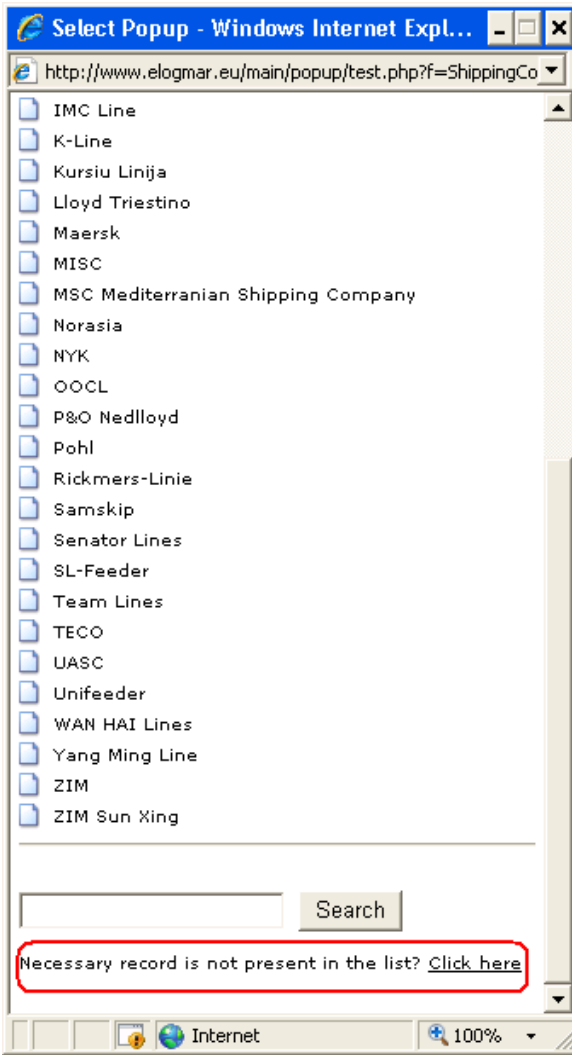
The Fields for a choice of the country of departure and the country of destination are entered with a choice from the list.

Clicking on the icon, there opens a choice list box to select a country



In some windows with a choice function from the list, there is an option to add your own value to the list if the necessary one is not found.

For this purpose click on the link at the bottom of the window « Necessary record is not presented in the list?» and follow the instructions. You need to type in the necessary value and after acknowledgement it will appear on the choice list.



If you do not wish to enter the rate for certain type of containers, remove a tick.

Having removed a tick (checkbox), the tariffs for this type of containers will not participate in the further logic of the portal (tariffs calculating, etc.).

Currency	Type of container		
	20'DC	40'DC	40'HC
USD	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
USD	<input type="text"/>	<input type="text"/>	<input type="text"/>
USD	<input type="text"/>	<input type="text"/>	<input type="text"/>
USD	<input type="text"/>	<input type="text"/>	<input type="text"/>

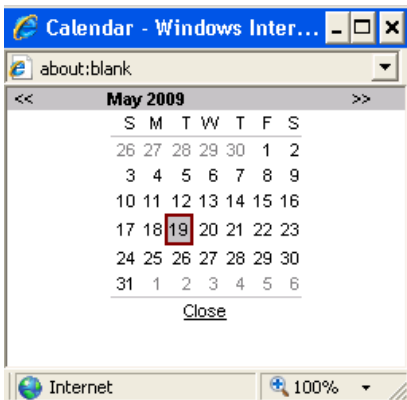
In the field «Expected transit time» it is necessary to enter only figures.

	Expected transit time, days
Expected transit time, days s	29

In the field «Validity date up to» the date is possible to be entered manually (choose day, month and year).

It is also possible to choose a calendar date clicking on the icon.

	Day	Month	Year
Validity date up to	31	December	2009 



### 3.2.2. Entry of services and tariffs of a block train

The form for entry of services and tariffs of a block train is chosen depending on the form of ownerships of a container.

- «Railway property»
- «Cargo owner property»
- In case a container is « property of shipping lines », i.e. cargo initially follows in the container of shipping lines, it is necessary to use the entry form for tariffs «Cargo owner property» specifying return tariffs of an empty container from the port of arrival.

Service Information of Block Train	
Name of the Block Train	<input type="text"/> Select from a list or enter your value
Block train operator	<input type="text" value="POLZUG POLSKA Sp. z o.o."/>
<b>Starting country of departure</b>	<input type="text" value="Ukraine"/>
Railway point of departure	<input type="text" value="Odessa"/>
<b>Final country of destination</b>	<input type="text" value="Lithuania"/>
Railway point of destination	<input type="text" value="Klaipeda / Draugiste"/>
Frequency	<input type="text" value="Weekly"/>
Expected transit time, days	<input type="text" value="12"/>
Are you block train operator or other?	<input type="text" value="Other"/>

#### RAILWAY TARIFF & EXPECTED TRANSIT TIME

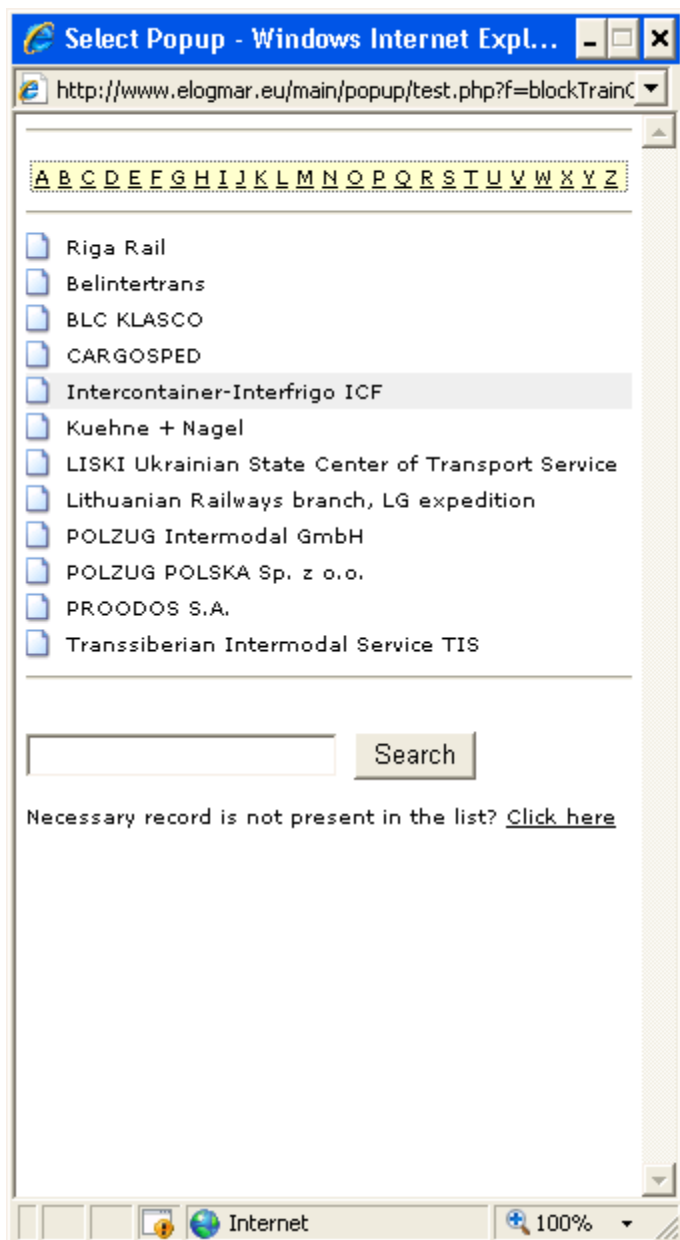
Transfer of Loaded Container							
Country of departure	Railway point of departure	Country of destination	Railway point of destination	Transit time, days	Currency	20'DC	40'DC / 40'HC
<input type="text" value="Ukraine"/>	<input type="text" value="Odessa"/>	<input type="text" value="Lithuania"/>	<input type="text" value="Klaipeda / Dra"/>	<input type="text" value="12"/>	<input type="text" value="EUR"/>	<input checked="" type="checkbox"/> 500.00	<input checked="" type="checkbox"/> 600.00

	Day	Month	Year
Validity date up to	<input type="text" value="28"/>	<input type="text" value="December"/>	<input type="text" value="2009"/>

The value for the field «Name of block train» can be selected either from the list or entered manually with a keyboard. Such fields are accompanied with concomitant caption «Choose from the list or enter your value»

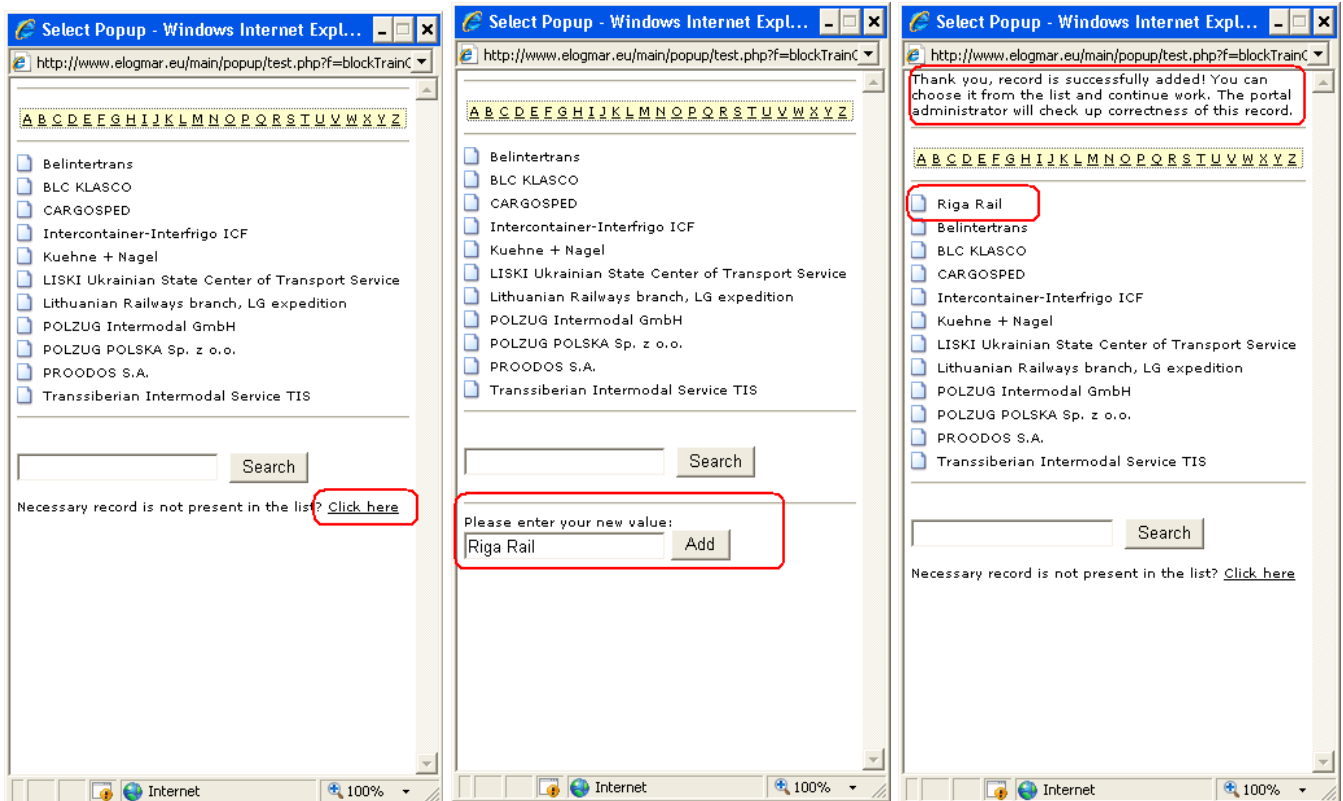
Name of the Block Train	<input type="text"/> Select from a list or enter your value
-------------------------	--

The information about the name of the operator of a block train is entered from a choice list directory.



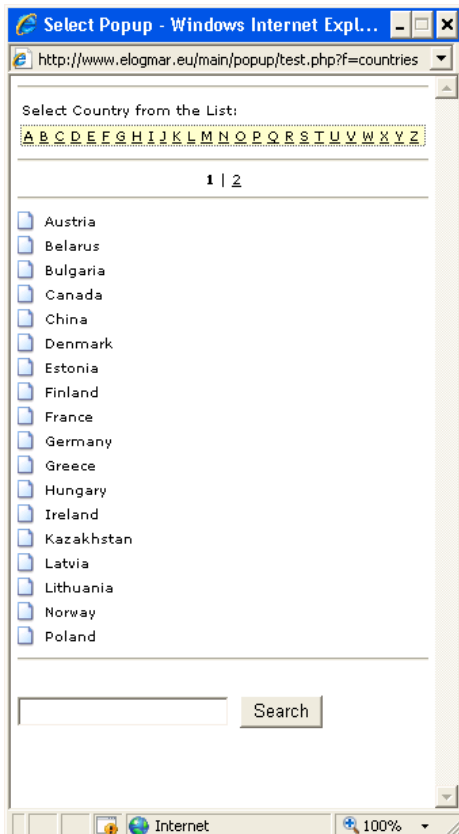
The field for the name of the operator of a block train with a choice function from the list also has an option to add the name to the list if the necessary one is not found.

For this purpose click on the link at the bottom of the window «Necessary record is not present in the list?» and follow the instructions. You need to type in the necessary value and after acknowledgement it will appear on the choice list.



Choice fields «Starting country of departure», «Final country of departure», «Country of departure » and «Country of destination» are filled in from a choice list.

Clicking on the icon, there opens the window for a choice of a country from the list.



The choice field for railway station of departure and railway station of destination with a choice function from the list also has an option to add the name to the list if the necessary one is not found.

Actions are similar to the sequence of actions for a choice of the operator of a block train.

If you do not wish to enter the rate for certain type of containers, remove a tick.

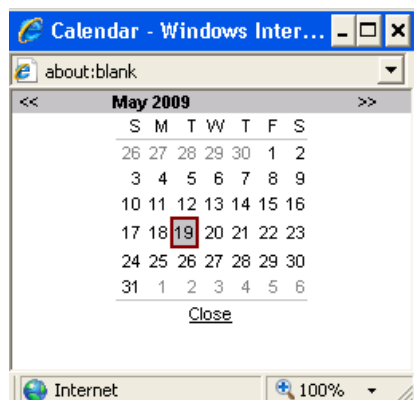
Having removed a tick, the tariffs for this type of containers will not participate in the further logic of the portal.

Transfer of Loaded Container					
Country of destination	Railway point of destination	Transit time, days	Currency	20'DC	40'DC / 40'HC
Latvia	Klaipeda / Dra	12	EUR	<input checked="" type="checkbox"/> 500.00	<input type="checkbox"/> 600.00

In the field «Validity date up to» the date is possible to be entered manually (choose day, month and year).

It is also possible to choose a calendar date clicking on the icon.



	Day	Month	Year
Validity date up to	28	December	2009 





### 3.2.3. Form for the entry of services and tariffs of a road carrier

The form for the entry of services and tariffs of a road carrier is necessary to be chosen on the basis of itinerary:

- National road net
- International road net

Service Information	
Country of departure	Latvia 
City of departure	Riga 
ZIP code	LV-1001

#### International Road Traffic

TARIFF RATES & EXPECTED TRANSIT TIME, IN DAYS for 20'DC / 40'DC and 40'HC						
Country of destination	Point of destination	ZIP	Transit time, in days	Currency	20'DC / 40'DC	40'HC
Russia 	Moscow 	131000	10	EUR	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
					200.00	300.00

[Add](#) [Remove last row](#)

Validity date up to	Validity date		
	Day	Month	Year
	31	December	2009 

[Modify](#) [Clear](#)

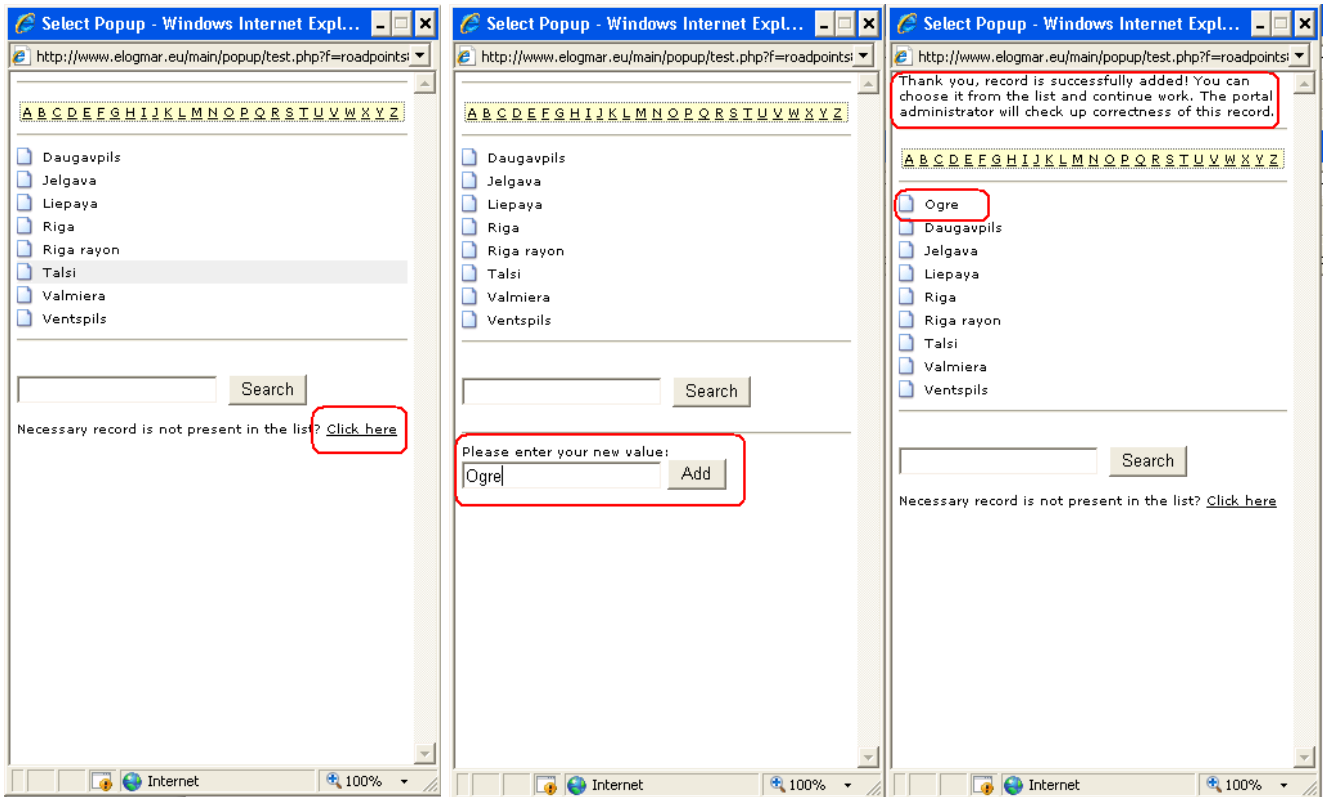
Choice fields «Country of departure» and «Country of destination» are filled in from a choice list.

Clicking on the icon, there opens the window for a choice of a country from the list.



The field for the choice of city of departure and point of destination with a choice function from the list also has an option to add the name to the list if the necessary one is not found.

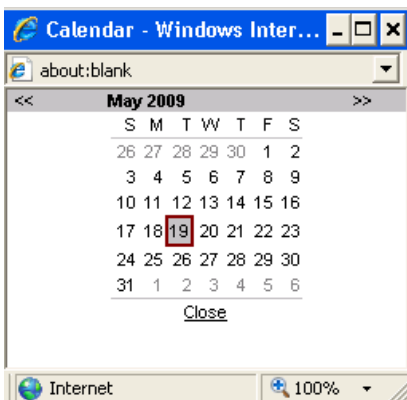
For this purpose click on the link at the bottom of the window «Necessary record is not present in the list?» and follow the instructions. You need to type in the necessary value and after acknowledgement it will appear on the choice list.







In the field «Validity date up to» the date is possible to be entered manually (choose day, month and year).



It is also possible to choose a calendar date clicking on the icon.

	Day	Month	Year
Validity date up to	28	December	2009 



### 3.2.4. Entry of services and tariffs of intermodal transportations (ocean/sea and railway)

Service Information	
Country of departure	USA 
Port of departure	New York 
Country of transition (sea -rail)	
Port of transition / Port of an entrance (sea -rail)	
Liner Term of delivery	FI/LO
Term of delivery INCOTERMS 2000	FOB port of departure
Container belonging	Shipping line property

INTERMODAL TRANSPORT TARIFFS and EXPECTED TRANSIT TIME for loaded container and empty container return way						
Country of destination	Railway point of destination	Transit time, days	Currency	20' DC <input checked="" type="checkbox"/>	40' DC <input type="checkbox"/>	40' HC <input checked="" type="checkbox"/>
Kazakhstan 	Almaty 	40	USD	1000.00		1000.00

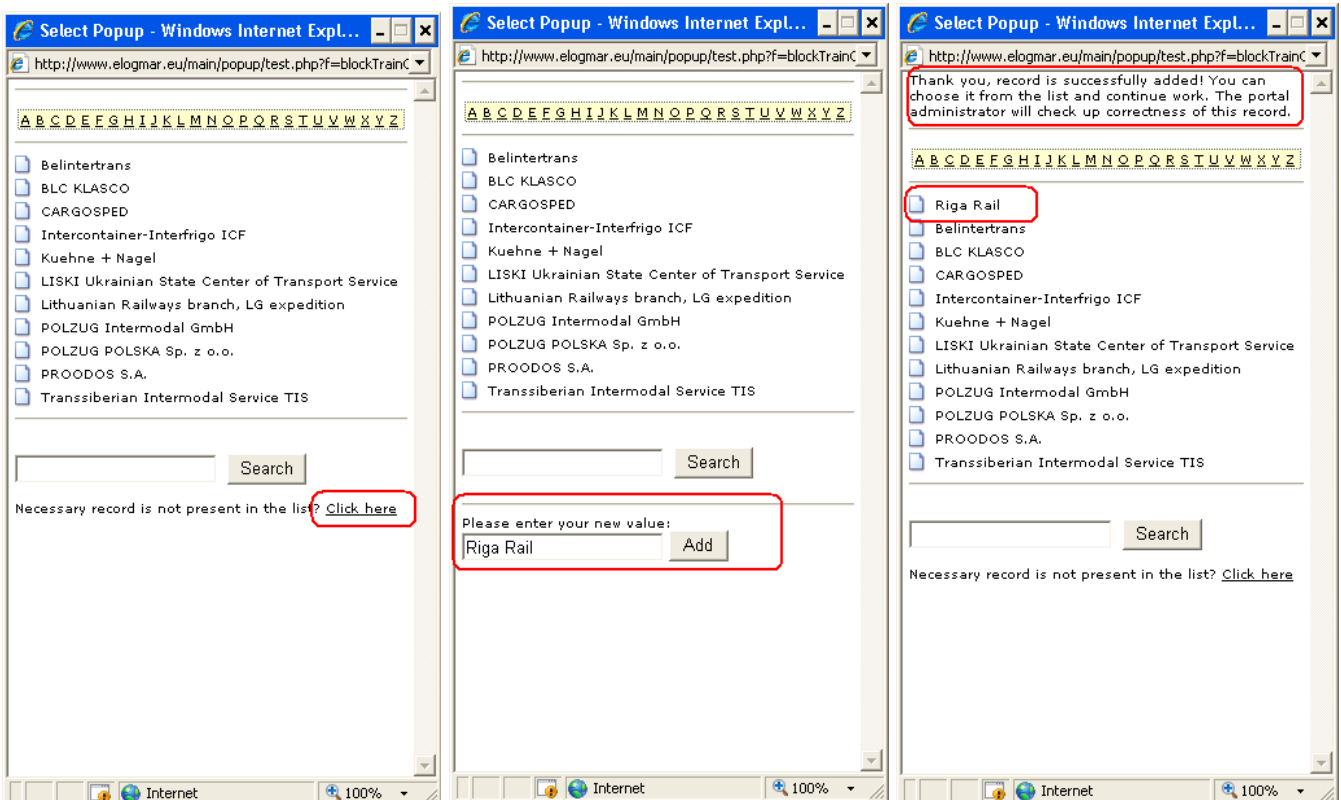
	Day	Month	Year
Validity date up to	28	December	2009 

Choice fields «Countries of departure», «Countries of transition (sea-rail) » and «Countries of destination» are filled in from a choice list.

Clicking on the icon, there opens the window for a choice of a country from the list.



The field for the name of “Port of departure” and “Port of transition / Port of an entrance (sea -rail)” with a choice function from the list also has an option to add the name to the list if the necessary one is not found. For this purpose click on the link at the bottom of the window «Necessary record is not present in the list?» and follow the instructions. You need to type in the necessary value and after acknowledgement it will appear on the choice list.



For the quotation of through intermodal tariff rates the standardized conditions are applied:

- Line terms of delivery FI/LO
- Terms of delivery on International Commercial Terms (INCOTERMS) 2000 FOB port of departure
- Container belonging Shipping lines Property

If you do not wish to enter the rate for certain type of containers, remove a tick.

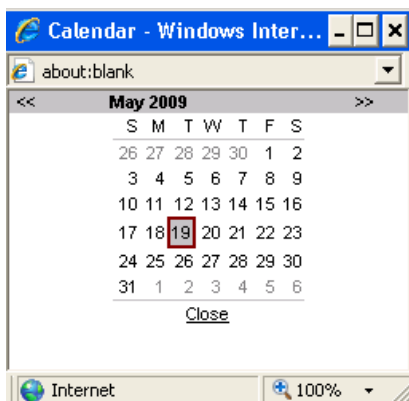
Having removed a tick, the tariffs for this type of containers will not participate in the further logic of the portal.

INTERMODAL TRANSPORT TARIFFS and EXPECTED TRANSIT TIME for loaded container and empty container return way						
Country of destination	Railway point of destination	Transit time, days	Currency	20' DC <input checked="" type="checkbox"/>	40'DC <input type="checkbox"/>	40'HC <input checked="" type="checkbox"/>
Kazakhstan	Almaty	40	USD	1000.00		1000.00

In the field «Validity date up to» the date is possible to be entered manually (choose day, month and year).

It is also possible to choose a calendar date clicking on the icon.

	Day	Month	Year
Validity date up to	28	December	2009 



### 3.2.5. Entry of services and tariffs of intermodal transportations (ocean/sea and road)

The form for the entry of services and tariffs of intermodal transportations (ocean/sea and road)

Service Information	
Country of departure	<input type="text" value="China"/>
Port of departure	<input type="text" value="Shanghai"/>
Country of transition (sea -road)	<input type="text"/>
Port of transition / Port of an entrance (sea -road)	<input type="text"/>
Liner Term of delivery	<input type="text" value="FI/LO"/>
Term of delivery INCOTERMS 2000	<input type="text" value="FOB port of departure"/>
Container belonging	<input type="text" value="Shipping line property"/>

INTERMODAL TRANSPORT TARIFFS and EXPECTED TRANSIT TIME for loaded container and empty container return way							
Country of destination	Railway point of destination	Zip Code	Transit time, days	Currency	20' DC ✓	40'DC ✓	40'HC ✓
<input type="text" value="Russia"/>	<input type="text" value="Moscow"/>	<input type="text" value="131000"/>	<input type="text" value="50"/>	<input type="text" value="USD"/>	<input type="text" value="1000.00"/>	<input type="text" value="1000.00"/>	<input type="text" value="1000.00"/>
<input type="button" value="Add"/> <input type="button" value="Remove last row"/>							

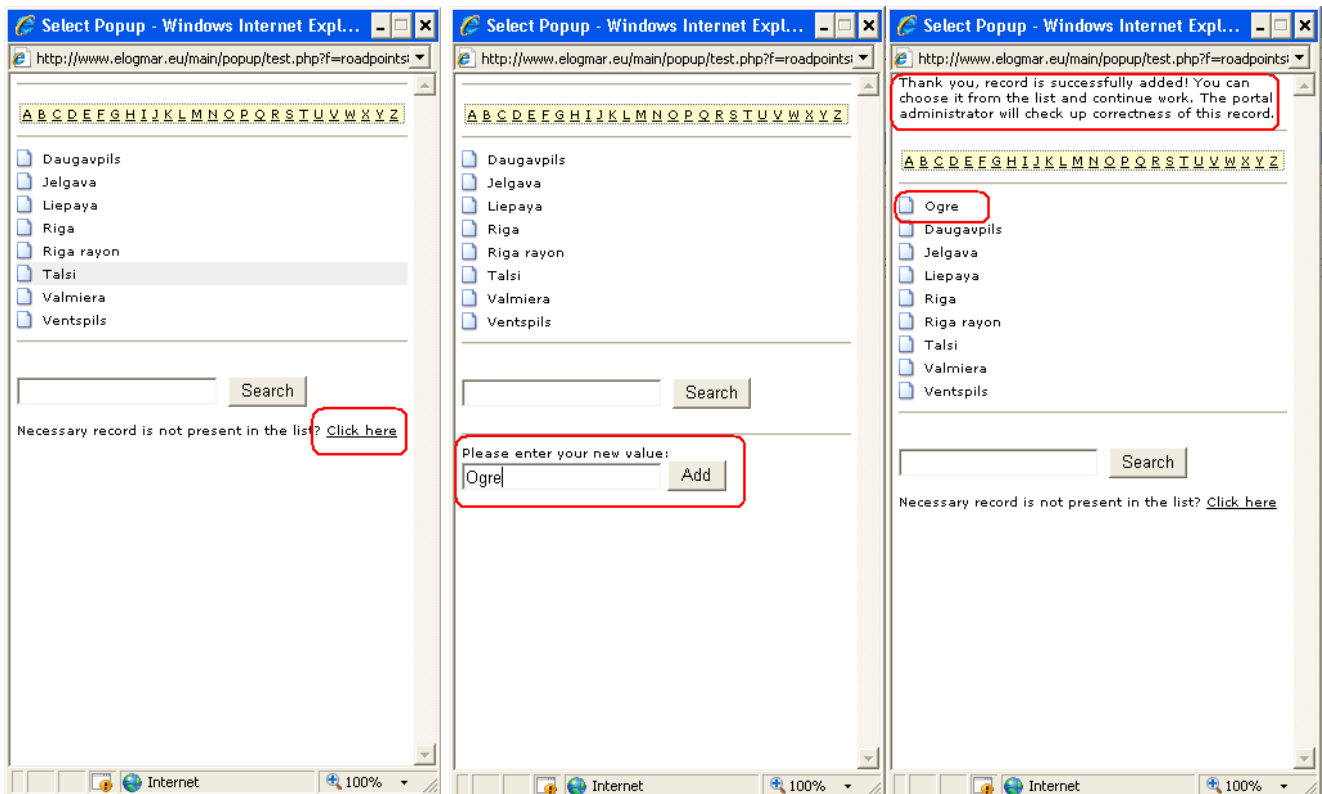
	Day	Month	Year
Validity date up to	<input type="text" value="20"/>	<input type="text" value="June"/>	<input type="text" value="2009"/> 

Choice fields «Countries of departure», «Countries of transition (sea-motor) » and «Countries of destination» are filled in from a choice list.

Clicking on the icon, there opens the window for a choice of a country from the list.



The field for the name of “Port of departure” and “Port of transition / Port of an entrance (sea -rail)”, “Point of destination” with a choice function from the list also has an option to add the name to the list if the necessary one is not found. For this purpose click on the link at the bottom of the window «Necessary record is not present in the list?» and follow the instructions. You need to type in the necessary value and after acknowledgement it will appear on the choice list.



For the quotation of through intermodal tariff rates the standardized conditions are applied:

- Line terms of delivery FI/LO
- Terms of delivery on International Commercial Terms (INCOTERMS) 2000 FOB port of departure
- Container belonging Shipping lines Property

If you do not wish to enter the rate for certain type of containers, remove a tick.

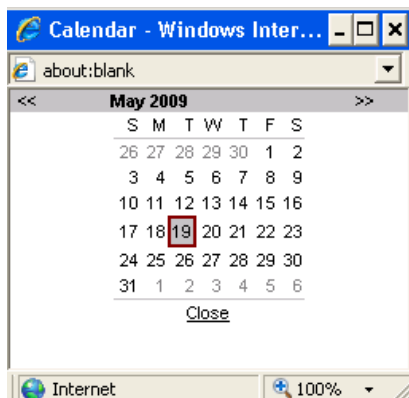
Having removed a tick, the tariffs for this type of containers will not participate in the further logic of the portal.

INTERMODAL TRANSPORT TARIFFS and EXPECTED TRANSIT TIME for loaded container and empty container return way							
Country of destination	Railway point of destination	Zip Code	Transit time, days	Currency	20' DC <input checked="" type="checkbox"/>	40'DC <input checked="" type="checkbox"/>	40'HC <input type="checkbox"/>
Russia	Moscow	131000	50	USD	1000.00	1000.00	

In the field «Validity date up to» the date is possible to be entered manually (choose day, month and year).

It is also possible to choose a calendar date clicking on the icon.

	Day	Month	Year
Validity date up to	20	November	2012 



### 3.3. Operations with entered services for users from transport group

If the considerable quantity of services for your company has been entered, it is convenient to use the filter on the name of the country and the first letter of a departure point.

4 operations are accessible to each service

(Look at the left column of the table «My services» - toolbar)

1 – View/Browse mode (only for reading)

2 – Edit mode (modification / upgrades of the data)

3 – Disable / Enable service

4 – Delete service from the portal.

#### My services

Number of the entered services : 6

Add service

No..	Last changed	Selected freight route	Type	Validity date	1	2	3	4
1	2009-06-01	Shenzhen / Yantian - Riga	Ocean	2009-12-31				
2	2009-06-01	Odessa - Klaipeda / Draugiste	Rail (Railway property)	2009-12-28				
3	2009-06-01	Riga - Moscow	Road (International)	2009-12-31				
4	2009-06-01	New York - Almaty	Intermodal(Ocean/Sea and Rail)	2009-12-28				
5	2009-06-01	Shanghai - Moscow	Intermodal(Ocean/Sea and Road)	2009-06-20				
6	2009-06-01	Hamburg - Riga	Ocean	2009-05-28				

Add service

If the validity of service is expired, it is automatically highlighted in claret and the given service is not used in the current activity of the portal.

Please, check whether the validity dates (validity) for the rates of your services are not expired and participated in the current activity of the portal!

If you wish to suspend the service, use mode 3 of the toolbar. The suspended service is also highlighted in claret.

## 4. Users options concerning cargo group

Users from cargo group can:

1. Execute on-line transport request
2. Estimate the quality of the provided services level by Transport group companies
3. Learn:
  - Who from shipping lines can offer services on a demanded route of cargo?
  - Whether block trains run on the set route and who their operator is?

After authorization, a user is given a possibility to estimate the level of the service provided by the transport company during the transportation.

The estimation of services can be done on the menu in the right part of the screen.

**WELCOME: Mihail**



Select Transport Company from the List

A B C D E F G H I J K L M N O P Q R S T  
U V W X Y Z All

- Alus GRUPP
- BOSE AUTO SIA
- China Shipping Container Lines Shenzhen Co. Ltd., Changping Compa
- CMA CGM Estonia
- Finnlines PLC / Short sea container service
- Global Cargolink Ltd.
- IFA Logistics SIA
- Ilja Ershov
- INFLOT AS
- KL Shipping Ltd
- KLG Eesti AS
- Kuhne - Nagel AS
- LAT FAST Logistics
- LG Expedition, Lithuanian Railways branch
- Lipolar Management Ltd.
- LISKI
- Im
- Logitrans Consult Ltd.
- Maersk Eesti AS
- MALTARON
- MIIL OU
- NBI
- NBI Spedition AS
- Ocean Container Sevices Ltd.
- Patent International Logistics (Shenzhen) Co., Ltd.
- Pirita marine

Transport Route	FROM	- Country -		
	TO	- Country -		
Date of transportation (month, year)		-Select-	2000	
Name of the goods		<input type="text"/>		
Number of containers		<input type="text"/>		
Name of criteria	<b>Estimation</b>			
	HIGH	MED	LOW	
1. Cargo safety (loss and pilferage)		<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
2. Reliability of fulfillment of delivery date (transit time)		<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
3. Readines for negotiations about tariff reduction		<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
4. Quality of transport service		<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
5. Stability of services		<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>

## 4.1. On-Line Transport request

The on-line transport request is carried out in some stages:

1. Definition of transport route
2. Cargo description
3. Criteria for a selection
4. Contact

### 1. Entry of the route

Choose the country of departure and then the port of departure, or the railway point of departure or the city of departure (One item out of the three specified ones).

Similarly, enter the country of destination and the port of destination, or the railway point of destination or the city of destination.

### On-Line Transport Request date 29.06.2009



<b>1</b> Transport Route	<b>2</b> Cargo description	<b>3</b> Criteria for selection	<b>4</b> Contact
--------------------------	----------------------------	---------------------------------	------------------

Fill the form carefully.   - Fields are required. \* - Only one field must be selected

	Departure FROM	Destination TO
Country	<input type="text" value="China"/>	<input type="text" value="Estonia"/>
Port*	<input type="text" value="Qingdao"/>	<input type="text" value="Tallinn"/>
Railway point*	<input type="text"/>	<input type="text"/>
City*	<input type="text"/>	<input type="text"/>
Zip / Postal Code	<input type="text"/>	<input type="text"/>

Next step

### 2. Cargo Description

Enter the information about goods: name, TNVED code of goods, type of a container, gross weight of cargo in a container and number of containers for transportation and chose container's belonging (last option exists for railway transportation)

Tariffs for transportations are calculated on the basis of standard transportations of «nonhazardous cargoes». In case of the transportation of hazardous cargo, send specifying request to the administrator of the portal on [admin@elogmar.eu](mailto:admin@elogmar.eu)

Terms and conditions of delivery INCOTERMS 2000 are standardized and depend on the type of transportations and the given route.

Follow the logic of the portal and in case the conditions of delivery differ from those specified in the portal, send a specifying inquiry to the administrator of the portal on [admin@elogmar.eu](mailto:admin@elogmar.eu)

## On-Line Transport Request date 29.06.2009



<b>1</b> Transport Route	<b>2</b> Cargo description	<b>3</b> Criteria for selection	<b>4</b> Contact
--------------------------	----------------------------	---------------------------------	------------------

Fill the form carefully.   - Fields are required. \* - Only one field must be selected

Cargo description	
Name of the goods	float glass
Cargo Code of the goods	7005293500
Danger of goods	Harmless
Type of container	20' DC
Cargo weight in a container, kg	20.000-21.500
Container numbers, units	2
Container belonging	Shipping line property

Terms	
Terms of delivery INCOTERMS 2000	FOB Qingdao

[Previous step](#)
[Next step](#)

### 3. Choice of base-type and additional criteria of request

Users are able to receive the answer to their requests depending on the criteria set by them.

Base-type criteria of a choice are following:

- Full Transportation rate
- Estimated transit time

Additional criteria of a choice:

- Safety of cargo (loss and pilferage)
- Reliability of fulfillment of delivery date (transit time)
- Readiness for negotiate on reduction of transportation tariff
- Quality of transportation services
- Stability of services

#### On-Line Transport Request date 29.06.2009



1 Transport Route	2 Cargo description	3 Criteria for selection	4 Contact
-------------------	---------------------	--------------------------	-----------

#### Comment about basic and additional criteria

Fill the form carefully.    - Fields are required.

Basic criteria	
More important criteria	Full transportation Rate <input type="text"/>

Additional criteria	
Cargo safety (loss and pilferage)	<input checked="" type="checkbox"/>
Reliability of fulfillment of delivery date (transit time)	<input type="checkbox"/>
Readines for negotiations about tariff reduction	<input type="checkbox"/>
Quality of transport service	<input checked="" type="checkbox"/>
Stability of services	<input type="checkbox"/>

[Previous step](#) [Next step](#)

#### 4. Entry of user's contact information

The user needs to enter the contact information so that the administrator of the portal could maintain communications.

#### On-Line Transport Request date 29.06.2009



<b>1</b> Transport Route	<b>2</b> Cargo description	<b>3</b> Criteria for selection	<b>4</b> Contact
--------------------------	----------------------------	---------------------------------	------------------

Fill the form carefully.    - Fields are required.

Contact	
Customer e-mail	<input type="text" value="msw@rtu.lv"/>
Customer name	<input type="text" value="Mihail"/>
Company Name	<input type="text" value="RTU"/>

[Previous step](#) [Finish](#)

#### 5. Data verification entered into On-line Transport Request

Having entered the information, you can verify and edit entered data and print out the request.

#### On-Line Transport Request date 29.06.2009



	Departure	Destination
Country	China	Estonia
Port	Qingdao	Tallinn
Railway point	--	--
City	--	--
Zip / Postal Code		

	Cargo description
Name of the goods	float glass
Cargo Code of the goods	7005293500
Danger of goods	Harmless
Type of container	20' DC
Cargo weight in a container, kg	20.000-21.500
Container numbers, units	2
Container belonging	Shipping line property

<b>Terms</b>	
Terms of delivery INCOTERMS 2000	FOB Qingdao
<b>Basic criteria</b>	
More important criteria	Full transportation Rate
<b>Additional criteria</b>	
Cargo safety (loss and pilferage)	Selected
Reliability of fulfillment of delivery date (transit time)	--
Readines for negotiations about tariff reduction	--
Quality of transport service	Selected
Stability of services	--
<b>Contact</b>	
Customer e-mail	msv@rtu.lv
Company Name	RTU
Customer name	Mihail

[Previous step](#)
[Print](#)
[Modify](#)
[Calculate](#)

## 6. Reception and choice of offered tariffs of transportation for the set On-Line Transport Request

Clicking on “Calculate”, you receive an answer to On-Line Transport Request. The answer contains brief information on the earlier entered request and the list of transport companies which can provide services for required transportation of goods.

<b>FROM:</b>	<b>TO:</b>
China Qingdao	Estonia Tallinn
Name of the goods: float glass Cargo Code of the goods: 7005293500 Type of container: 20'DC Cargo weight in a container, kg: 20.000-21.500Kg Container numbers, units: 2 Container belonging: Shipping line property Terms of delivery: FOB Qingdao	

Transport company	Currency	Full Transportation Rate		Validity date	Expected transit time, days	Service level
		One container	Cargo LOT			
Forwarder / Logistic Company 10	USD	1208	2416	2009-06-30	38	<a href="#">Details</a>
Agent of Shipping line 431	USD	1358	2716	2009-06-30	38	<a href="#">Details</a>

**If you are interested in further contacts with selected Transport Company from the List above, Please, click on corresponding line.**

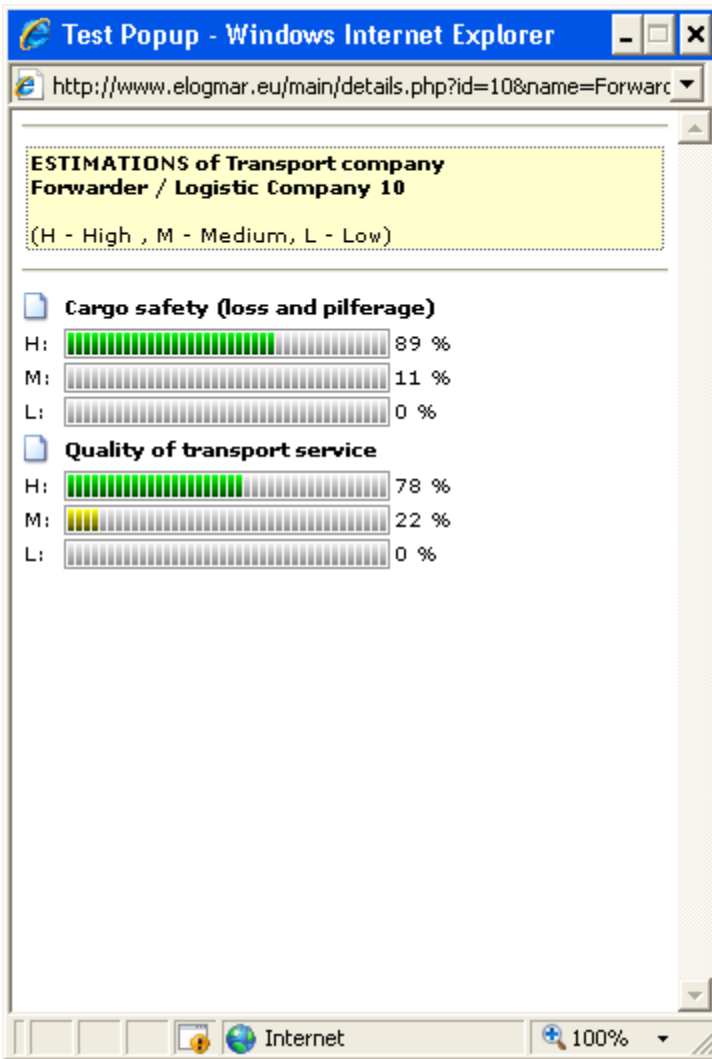
[Back to General Menu](#)

[Back to Cargo Description](#)

The companies on this list are located on the basis of the set base-type criteria:

- Transportation rate
- Estimated transit time

Besides the transportation rate, its validity periods of each transport company, its work pre-history can be learnt using the column on the right “Service level” i.e. how the previous users have estimated its service level.



After you have analyzed the received information, you can contact the transport company you are interested in.

For this purpose it is necessary to click on the link corresponding to your choice of the transport company from the list.

Afterwards you receive the screen with a following view:

**My company RTU**  
is interested in contact with Transport Company provides services according to our Request:

FROM:	TO:
China Qingdao	Estonia Tallinn
Name of the goods: float glass Cargo Code of the goods: 7005293500 Type of container: 20'DC Cargo weight in a container, kg: 20.000-21.500Kg Container numbers, units: 2 Container belonging: Shipping line property Terms of delivery: FOB Qingdao	

Transport company	Currency	Full Transportation Rate		Validity date	Expected transit time, days
		One container	Cargo LOT		
Forwarder / Logistic Company 10	USD	1208	2416	2009-06-30	38

Please, provide us necessary contact with selected Transport Company indicated as Forwarder / Logistic Company 10

We agree with Rules and Conditions of receiving this contact data

[Read more](#)

[Send](#)

[Back to the list](#)

You have to learn the rules and conditions for the reception of the contact information about the chosen transport company and confirm the consent.

Hereafter press the button "Send" and wait for an answer from the administrator of the portal

### 7. End of request. The information is sent to the administrator of the portal.

Your message has been sent to the following address: admin@logitrans.ee.  
Web portal administrator will contact you as soon as possible!  
Thank you for cooperation!

[Back to General Menu](#)

## 8. Reception of the contact information about the chosen transport company from the portal administrator

The document in PDF format will be sent to your e-mail address.

**eLOGMAR-M, E-Logistics for Container Transportation**  
On-Line Transport Request Result

---

**Subject:** On-Line Transport Request date 29th of May 2009 (Friday)

### Result of On-line Transport Request

**To:** RTU  
msv@rtu.lv  
Person phone: 26341063  
Person fax: 12341

**From:** Elogmar-m administrator  
**Sent:** Friday, 29th May, 2009 03:25 PM

**Company name:** RTU  
**Company address:** Meza 1/3  
**Company city:** Riga  
**Country:** Latvia

Dear Mihail Sotnichok, In accordance with your request on cargo transportation

**Route** Departure country: China Departure point: Qingdao  
Destination country: Estonia Destination point: Tallinn

**Cargo information** Name of the goods: float glass  
Cargo Code of the goods: 7005293500  
Type of container: 20'DC  
Cargo weight in a container, kg: 20.000-21.500  
Container numbers, units: 2

**Terms of delivery INCOTERMS 2000** FOB Qingdao

Please find below information on selected transport company which suggested the best cargo transportation conditions

Currency: USD  
Transportation rate of one container: 1205  
Transportation rate of Cargo LOT: 2410  
Validity date: 2009-06-30  
Expected transit time, days: 38  
Local charges in the port of destination are included

**Contact information**

Transport company: Logitrans Consult Ltd.  
Company address: 57 Maardu Str.  
Company city: Maardu  
Country: Estonia  
Website: <http://www.logitrans.ee>  
Person name: Svetlana Vinichenko  
Title / Department: director  
Person email: [svetlana@logitrans.ee](mailto:svetlana@logitrans.ee)  
Person phone: +372 6 210 300  
Person fax: +372 6 210 301

Thank you for using our services! eLogmar team

The received contact information will help you directly contact the chosen transport company and its representative.

For this purpose it is enough to send received .pdf format document with your comments and the name of the contact person to the specified electronic address.

## 4.2. Estimation of the service level

The users from cargo group of companies can estimate the quality of the services provided by transport groups after accomplishing the transportation of goods.

For assessment it is necessary to choose a transport company from the list (filter can be applied).

Then, it is necessary to fill in the information about transportation route, cargo, departure date and number of transported containers for the particular increment.

Finally, put down marks on the basis of 5 criteria using a scale: high / average / low level of service.

Criteria of estimation:

1. Safety of cargo (loss and pilferage)
2. Reliability of fulfillment of delivery date (transit time)
3. Readiness for negotiate on reduction of transportation tariff
4. Quality of transportation services
5. Stability of services

### Estimation of Service level date 29.06.2009

WELCOME: Mihail



Select Transport Company from the List

A B C D E F G H I J K L M N O P Q R S T  
U V W X Y Z All

- Alus GRUPP
- BOSE AUTO SIA
- China Shipping Container Lines Shenzhen Co. Ltd., Changping Compa
- CMA CGM Estonia
- Finnlines PLC / Short sea container service
- Global Cargolink Ltd.
- IFA Logistics SIA
- Ilja Ershov
- INFLOT AS
- KL Shipping Ltd
- KLG Eesti AS
- Kuhne - Nagel AS
- LAT FAST Logistics
- LG Expedition, Lithuanian Railways branch
- Lipolar Management Ltd.
- LISKI
- Im
- Logitrans Consult Ltd.
- Maersk Eesti AS
- MALTARON
- MIIL OU

China Shipping Container Lines Shenzhen Co. Ltd., Changping Compa			
Transport Route	FROM	China	
	TO	Latvia	
Date of transportation (month, year)		September	2008
Name of the goods		Glass	
Number of containers		2	
Name of criteria	Estimation		
	HIGH	MED	LOW
1. Cargo safety (loss and pilferage)	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
2. Reliability of fulfillment of delivery date (transit time)	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
3. Readines for negotiations about tariff reduction	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
4. Quality of transport service	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
5. Stability of services	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Submit		Cancel	

Your assessments will be processed and given in a statistical form. The average mark on each of the 5 criteria will be calculated for informing the users of the portal.

These average marks can be used by other users of the portal to choose a transport company for cargo transportation at the stage of data analysis on on-line transport request.

### 4.3. Presence of shipping lines services on a route

Using the option “Shipping line services”, it is possible to check the presence of shipping lines services on the required route.

For this purpose it is necessary to choose a route.

**My Menu**

- Estimation of Service Level
- Edit account
- Log Out

**General Menu**

- Home
- Portal presentation

**Transport Logistics**

- On-Line Transport Request
- Shipping lines services
- Block train services

**Useful information**

E-BUSSINESS IN TRANSPORT LOGISTICS

#### Shipping lines services

- Fields are required.

	Departure FROM	Destination TO
Country	China	Latvia
Port	Shenzhen / Yantian	Riga

[Submit](#)

After confirmation the result will be received where the general information about the shipping lines, offered services on the given route and their web sites can be seen.

Shipping lines services

- Fields are required.

	Departure FROM	Destination TO
Country	China	Latvia
Port	Shenzhen / Yantian	Riga

[Submit](#)

**Selected freight route:**

China	>	Latvia
Shenzhen / Yantian	>	Riga

Shipping line / Company	Website (URL)	Sailings	Expected transit time, days
Hyundai	http://rtu.lv	2*weekly	29 days

In order to receive more detailed information on service, it is necessary to execute an on-line transport request.

## 4.4. Presence of block trains on a route

Using the option “Block train services”, it is possible to check the presence of block trains on the required route.

For this purpose it is necessary to choose a route.

### Block train services



  - Fields are required.

	Departure FROM	Destination TO
Country	<input type="text" value="Ukraine"/>	<input type="text" value="Lithuania"/>
Railway Point	<input type="text" value="Illichivsk"/>	<input type="text" value="Klaipeda / Draugiste"/>

[Submit](#)

After confirmation the result will be received where the general information about the block trains, offered services on the given route and their web sites can be seen.

### Block train services



  - Fields are required.

	Departure FROM	Destination TO
Country	<input type="text" value="Ukraine"/>	<input type="text" value="Lithuania"/>
Railway Point	<input type="text" value="Illichivsk"/>	<input type="text" value="Klaipeda / Draugiste"/>

[Submit](#)

#### Selected freight route:

Ukraine > Lithuania
Illichivsk > Klaipeda / Draugiste

Name of Block train	Block train operator	Website (URL)	Frequency	Expected transit time, days
Viking	LISKI Ukrainian State Center of Transport Service	<a href="http://www.liski.com.ua">http://www.liski.com.ua</a>	weekly	7

In order to receive more detailed information on service, it is necessary to execute an on-line transport request.

## 5. Useful information

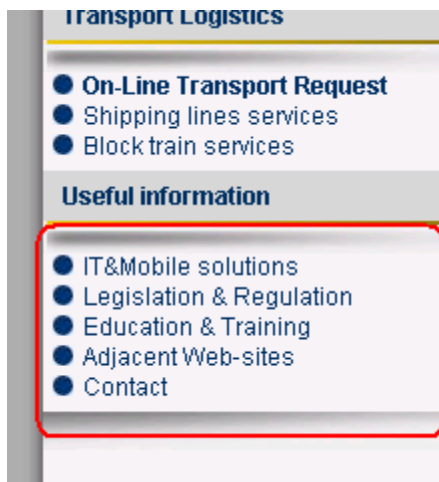
In the following section you can find helpful information on 3 issues:

1. IT and mobile solutions
2. Legislation and regulation
3. Education and training

In the following section you can find the information about IT and mobile solutions in the sphere of logistics, the legislation and regulations for the import of goods into the countries and the information about education in the field of logistics.

This information is accessible to all portal users.

This section can be found in the left bottom part of the screen.



transport logistics applications.

**Therefore if you are dealing with cargo transportation alor especially for you!!!**

A web – portal can be also easy adapted to any other cargo (tariffs, expected transit time etc.)

**A portal provides services for two major target groups:**

- Cargo group;
- Transportation group.

**If you are an actor from Cargo group:**

**Cargo owner, exporter / importer, trading house, broker etl**

For information search in the selected theme, you need to choose

1. Category of the theme
2. Country of your interest
3. Keywords for search (optional feature)

## 5.1. IT and mobile solutions

### IT&Mobile solutions



- Fields are required.

IT&Mobile solutions	
Type of a system / solution	<ul style="list-style-type: none"> <li>Agency and Forwarding Information Systems</li> <li>Communication and Mobile Solutions</li> <li>Container Terminal Management Systems</li> <li>Freight Information Systems</li> <li>IT Solutions for Intelligent Transport and Logistics Systems</li> <li>Port Community Information Systems</li> <li>Railway and Truck Information Systems</li> <li>Simulation Systems for Transport and Logistics</li> <li>Simulation Systems in Maritime and Harbour Area</li> <li>Transport and Container Terminal Web-portals and Web-sites</li> <li>Warehouse Management Systems</li> </ul>
Country	<ul style="list-style-type: none"> <li>Germany</li> <li>Greece</li> <li>Hungary</li> <li>Ireland</li> <li>Kazakhstan</li> <li>Latvia</li> </ul>
Free keywords	Mobile

Result:

### Found solutions



No..	IT&Mobile solutions	Country	
1	Brief overview of mobile solutions	Latvia	<a href="#">View</a>
2	Mobile Solution: Smart Client	Latvia	<a href="#">View</a>
3	Mobile Solution: Digital Map	Latvia	<a href="#">View</a>
4	Mobile solutions: GPS	Latvia	<a href="#">View</a>
5	Mobile solutions: Angle of arrival	Latvia	<a href="#">View</a>
6	Mobile solutions: Time difference of arrival	Latvia	<a href="#">View</a>
7	Mobile solutions: M-Commerce	Latvia	<a href="#">View</a>
8	Mobile electronic transactions standard	Latvia	<a href="#">View</a>
9	Navigation and real-time traffic	Latvia	<a href="#">View</a>

## 5.2. Legislation and regulations

### Legislation & Regulation



- Fields are required.

Legislation & Regulation	
Guide categories	<ul style="list-style-type: none"> <li>Domestic Legislation; Dangerous Goods</li> <li>Domestic Legislation; Packaging, Labelling, Marking</li> <li>Domestic Legislation; Port Operation</li> <li style="background-color: #0056b3; color: white;">Domestic Legislation; Customs Laws</li> <li>Domestic Legislation; Inland to Sea Freight Transport</li> <li>Domestic Legislation; Maritime Commercial Law</li> <li style="background-color: #0056b3; color: white;">Domestic Legislation; Customs</li> <li>Domestic Legislation; Transit Storage</li> <li>Domestic Legislation; Importing</li> <li>Domestic Legislation; Exporting</li> <li>EU / US Agreement</li> </ul>
Country	<ul style="list-style-type: none"> <li>All Countries</li> <li>Austria</li> <li>Belarus</li> <li>Bulgaria</li> <li>Canada</li> <li style="background-color: #0056b3; color: white;">China</li> </ul>
Free keywords	<input type="text"/>

Result:

### Found Guides



No..	Legislation & Regulation	Country	
1	Customs Administration of P.R. of China	China	<a href="#">View</a>
2	Import and Export Commodity Inspection of P.R. of China	China	<a href="#">View</a>
3	Customs Brokers' Customs Administration of P.R. of China	China	<a href="#">View</a>
4	The Implementation Regulations of Intelligent Property Protection of PRC Customs Administration	China	<a href="#">View</a>
5	EDI Procedures and Operation of the PRC Customs Administration	China	<a href="#">View</a>

## 5.3. Education and training

### Education & Training



- Fields are required.

Education & Training	
Country	<ul style="list-style-type: none"> <li>Bulgaria</li> <li>Canada</li> <li>China</li> <li>Denmark</li> <li style="background-color: #0056b3; color: white;">Estonia</li> <li>Finland</li> </ul>
Programm categories	<ul style="list-style-type: none"> <li>All Categories</li> <li>Educational Programme; Higher; Bachelor Study</li> <li>Educational Programme; Higher; Doctoral Study</li> <li>Educational Programme; Higher; Engineering</li> <li>Educational Programme; Higher; Master Study</li> <li>Educational Programme; Higher; MBA</li> <li>Educational Programme; Higher; Professional</li> <li>Educational Programme; Higher; Professional Master</li> <li>Educational Programme; Post Graduated;</li> <li style="background-color: #0056b3; color: white;">eLearning / Computer-based Training</li> </ul>
Free keywords	<input type="text"/>

Result:

No..	Education & Training	Country	
1	Transport and Logistics	Estonia	<a href="#">View</a>
2	Logistics	Estonia	<a href="#">View</a>
3	Logistics	Estonia	<a href="#">View</a>
4	Navigator; Hydrography; Hydrometeorology and Environmental Protection; Port Management and Marine Transportation; Fish Processing Technology	Estonia	<a href="#">View</a>