



Create an Orchestration

Note: This procedure will allow you the submission one by one. In case you would like to submit several containers, please refer to the CSV File Upload guide found

You can access our platform through <https://premium.emodal.com/> which takes you to the following page:

1. Click the Log In on the top right of the page



2. Once logged in. From Container Watchlist, click on red + icon in the top right of the page and select **Add Import Drayage Orchestration**



Container #	Origin	Destination	Current Location	Current Status
TEST2345678 IMPORT - N/A	N/A ETD N/A	N/A ETA N/A	N/A	NOT MANIFESTED
Service	Req Date/Time	Point of Contact	Company Name	Status
Drayage Orchestration Service	08/16/2022 05:29 AM (PST)	Subscription	Amazon	Requested
Container #	Origin	Destination	Current Location	Current Status
TEST987654 IMPORT - N/A	N/A ETD N/A	N/A ETA N/A	N/A	NOT MANIFESTED
Container #	Origin	Destination	Current Location	Current Status
QATE9871236 IMPORT - N/A	N/A ETD N/A	N/A ETA N/A	N/A	NOT MANIFESTED
Container #	Origin	Destination	Current Location	Current Status
QATE123765 IMPORT - N/A	N/A ETD N/A	N/A ETA N/A	N/A	NOT MANIFESTED
Container #	Origin	Destination	Current Location	Current Status
QAST3938475 IMPORT - N/A	N/A ETD N/A	N/A ETA N/A	N/A	NOT MANIFESTED
Container #	Origin	Destination	Current Location	Current Status
QAST687654	TRP1	N/A	TraPac LLC-Los Angeles	NOT MANIFESTED

3. Fill out the required fields on **Add Containers** page as noted by asterisk* and click next

ENVIO 360 | Add Import Drayage Orchestration

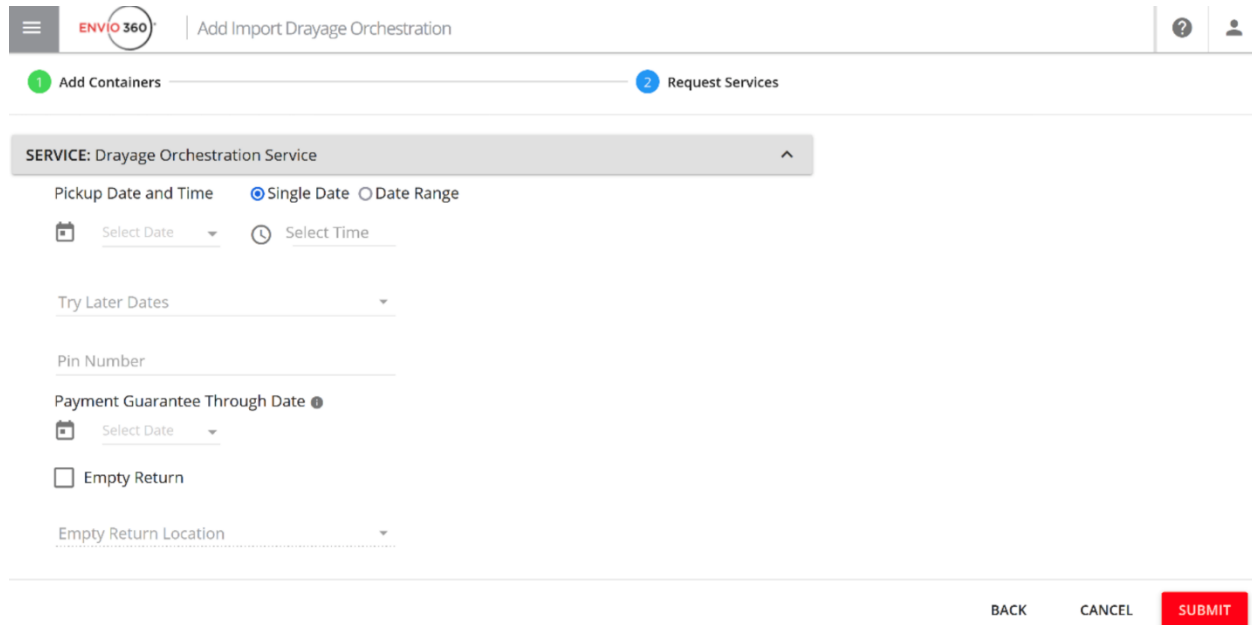
1 Add Containers | 2 Request Services

Company Name *	Other Stakeholder
Point of Contact *	Email *
Container must contain 4 alpha, 6 or 7 numeric *	Bill of Lading *
Vessel	Voyage #
Port *	Terminal
Destination	Delivery Type
Truck Company SCAC	

CANCEL NEXT



4. On **Request Services**, you can request a single date or multiple date-ranges for terminal appointments (not applicable to your current use case). You can also set the 'Payment Guarantee Through Date' here. Once desired fields are completed, click submit



The screenshot shows the 'Request Services' step of a process. At the top, there is a navigation bar with the ENVIO 360 logo and the text 'Add Import Drayage Orchestration'. Below this, a progress indicator shows two steps: '1 Add Containers' and '2 Request Services', with the second step being active. The main form area is titled 'SERVICE: Drayage Orchestration Service'. It contains several fields: 'Pickup Date and Time' with radio buttons for 'Single Date' (selected) and 'Date Range', and dropdown menus for 'Select Date' and 'Select Time'; 'Try Later Dates' dropdown; 'Pin Number' text field; 'Payment Guarantee Through Date' with a 'Select Date' dropdown and a help icon; an 'Empty Return' checkbox; and an 'Empty Return Location' dropdown. At the bottom right, there are three buttons: 'BACK', 'CANCEL', and a red 'SUBMIT' button.

5. You will see the submitted container # displayed on Container Watchlist