Welcome to **TRANSPLACE**
The 3PL & Technology Company

Use this job aid on <u>Wednesday, 4/25</u>
Log into your Transplace account on Wednesday morning, 4/25, to
access the new Transportation Management System

Order Management System

Manugistics	Transplace
Create Shipment	**Release PO**
Purchase Order Management	Order Management - PO Tab
Enter PO	Enter PO
"Go" Button	Search
Select DC	Select DC
Build Shipment - truck icon	Generate Release
Units	Release Quantity
Weight	Weight
Carton	Handling Unit
Origin (ship from)	Origin
Earliest Available	Earliest Pickup
Latest Available	Latest Pickup
"Done" Button	Submit Selected for Release
Reviewing Shipment	**Reviewing Release**
Shipment Manager	Order Management - Release Tab
Enter PO	Enter PO
"Go" Button	Search
All Created Shipments (can be seen)	All POs released (can be seen)
N/A	Release Number Assigned
N/A	Review Volume and Weight

Shipment Monitoring

Manugistics	Transplace
Receive Routing	**Receive Routing**
CAN (Carrier Authorization Number)	ME (Mode Execution)
CAN Received by Email	ME Available in Shipment Monitoring
Email Notification	Master Manifest