Crown Connect 3 User's Guide

Crown Connect 3 Quoting

Sections

- A. Setting up a New CC3 User Account
- B. Crown Connect 3 Web Site Orientation
- C. Getting a Quote through Crown Connect 3

A. Setting up a New CC3 User Account

Email, User

1. The user will receive an email, like this. If the user is new to Crown Connect and does not have an account with any company, the user should click *Register for an Account*. This will take open the CC3 Create Crown Connect User web page.

From crownsupport@crowndatasystems.com 🛊	✤ Reply	→ Forward	Archive	👌 Junk	Delete	More 🗸
Subject You Have Access to New Data in Crown Connect						2:55 PM
To Me <mjkcrowntest1@gmail.com>☆</mjkcrowntest1@gmail.com>						
Crown Sales Demo has granted you access to some of their data in Crown Connect.						
Use the links below to access the system.						
Login to Crown Connect New User: Register for an Account Register for an Account Account						

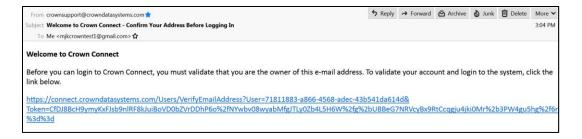
2. On the Create Crown Connect User web page, the new user should enter her or his information. When done, the user should click the Create User button.

CROWN DATA SYSTEMS	Create Crown Connect User
Enter the login information you would l	ke to use for Crown Connect. After submitting the form, you will be required to verify your e-mail address before you can login.
E-mail Address	
Password	New User Enters Account Information
Confirm Password	
First Name	
Last Name	
Create User	

3. Once the new credentials have been submitted, the user will see a confirmation message.

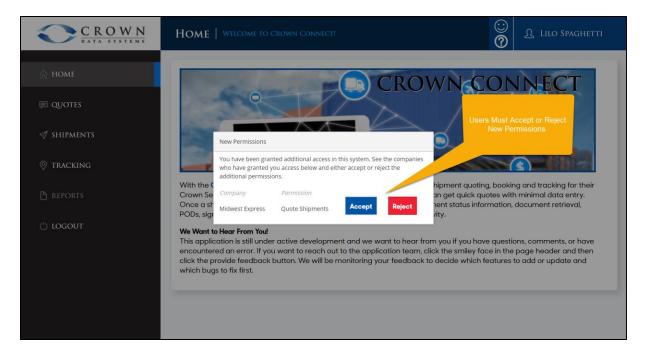
CROWN DATA SYSTEMS	Create Crown Connect User
Your user has been created and a cont	irmation code was sent to your e-mail address. Use the link in the e-mail to verify your address before logging in.
	in nation code was sent to your e-mail address. Use the link in the e-mail to ferry your address before logging in.

4. In response to creating the account, the user will receive an email asking to confirm the creation of the new account. When the user clicks on the link, the account will be activated and the user will be authorized to log in and use CC3.



Crown Connect Web Site, User

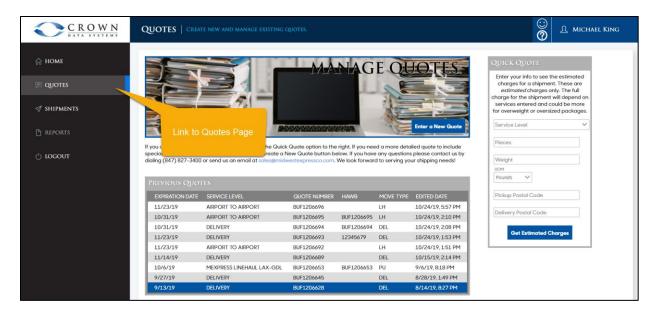
5. When a user logs in to Crown Connect 3 after a new permission (such as the ability to submit quotes) is granted, the user will need to Accept or Reject those permissions.



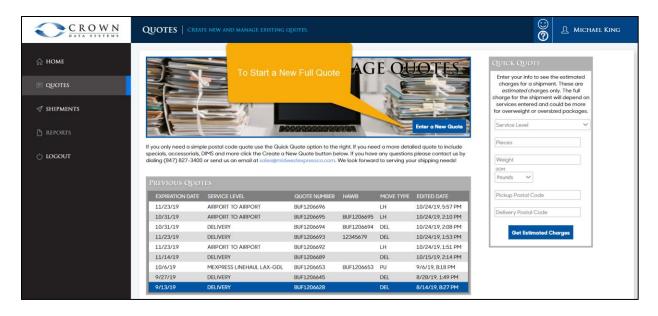
B. Crown Connect 3 Web Site Orientation

Crown Connect Web Site, User

6. Once logged in to Crown Connect 3, the user should click on the Quotes link to go to the page that will allow them to create new quotes and to view existing ones.



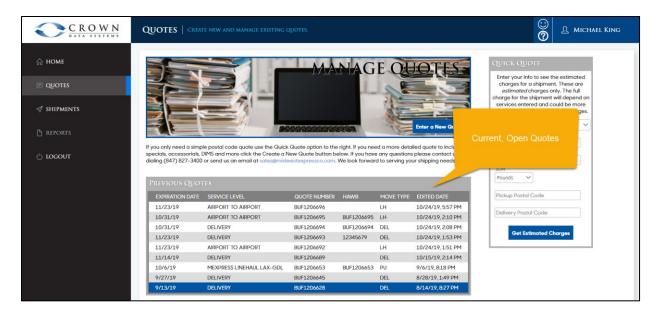
7. On the Quotes page, clicking the Enter a New Quote button begins the process of requesting a full quote (which can be booked if the quote charge is accepted).



8. The Quick Quote section is used to generate a thumbnail quote. The Charges quoted from a Quick Quote are useful approximations of what the trucking company would charge for the service. Quick Quotes cannot be booked directly, but can be converted into full quotes, which can.

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9. The center table shows current, open quotes. These can be accessed, updated, and booked, if so desired.



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10. The Shipments page provides access to shipments that have been booked via Crown Connect.

11. The table on the Shipments page lists shipments booked via Crown Connect. Clicking on a booked shipment opens the bill of lading for the shipment.

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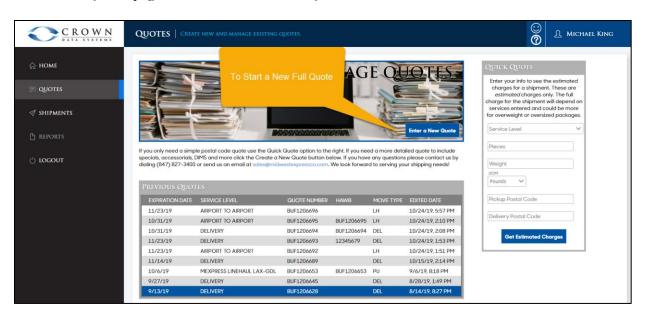
C. Getting a Quote through Crown Connect 3

Quote Process:

Select Service Level > Enter Shipment Information > Submit for Quoting > Book Shipment or Save Quote for Later

Crown Connect Web Site, User

12. On the Quotes page, click on Enter a New Quote.



13. On the first page, select the Service Level (the service being quoted) and the quoter's contact information. Click Next when done.

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14. Enter Shipper/Pick-up information, if prompted. Click Next.

15. Note: Check boxes show that required information has been entered.

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() LOGOUT	Pickup Date				Required Information has been Entered
	Use a Saved Ac Name XYZ Industries Address 123 Main St.	ldress		· · · · · · · · · · · · · · · · · · ·	

16. Note: Red X's indicate that required information has not been provided.

CROWN DATA SYSTEMS	SHIPPER/PIC	KUP INFORMATI	ON ENTER THE ADDR	ess and contact for a	THE SHIPPER.		
🔓 номе	Service Level & Contact	Shipper Name & Address	Consignee Name & Address	Shipment	Hazmat	Shipment Identification	Charges & Confirmation
🗊 QUOTES							
🚿 SHIPMENTS	Shipper/Pi	ickup Information					
🖹 REPORTS			pickup and shipper on this sto ou can save addresses by clic			address accurately to avoid	
() LOGOUT	Pickup Date					Red X's Indicat	
	Use a Saved Ad	ddress			~	Required Informa not been Prov	
	Name						
	Iodine Chemicals				*		
	Address				×		
	10.00 million						

17. Note: The top of the Quotes page has a progress bar that shows the current step in the quoting process and what is left to be done.

CROWN DATA SYSTEMS	Shipper/Pickup Informatio	N ENTER THE ADDRESS AND CONTACT	FOR THE SHIPPER.		
டு номе	Service Level & Shipper Name & Address	Consignee Name Shipment & Address Information	Hazmat	Shipment Identification	Charges & Confirmation
🗏 QUOTES					
I SHIPMENTS	Shipper/Pickup Information				
🕒 REPORTS	Enter the information associated with the pic operations problems with the shipment. You o		ter all of the info ess checkbox. Progr	ess Bar	
() logout	Pickup Date				

18. After Shipper information has been entered, enter Consignee/Delivery information, if prompted. Click Next.

CROWN DATA SYSTEMS	CONSIGNEE/DELIVERY INFORMATION ENTER THE ADDRESS AND CONTACT FOR THE CONSIGNEE.
₼ номе	Contact Address a Address Information Information Identification Confirmation
🗩 quotes	Consignee/Delivery Information
	Enter the information associated with the delivery and consignee on this step. Make sure to enter all of the information for the address accurately to avoid operations problems with the shipment. You can save addresses by clicking the Save Address checkbox.
REPORTS	Delivery Date
O LOGOUT	Use a Saved Address
	Advers 22 Two St.
	Address 2 🗸
	Geneseo Stote Postal Code New York ✓ ↓ 14454 ✓
	Contact Name
	Contact Phone
	Cancel X Back Noxt D

E Service Level & Contact	Shipper Name & Address	Consignee Name & Address	Shipment Information	Hazmat Information	Shipment Identification
Shipmen	t Information				
		on this step. Enter the shipmer sure that they are connected		the dimensions, if applicable	. Select any accessorial
Pieces		Weight	UOM		
4	✓	800	✓ Pounds ✓		
Number Ski	ids 🗸 🗸				
Declared V	alue 🗸	COD	✓		
Description	of Goods			~	
Special Inst	ructions			~	
0					
	vt Pieces 🗸				
	QUANTITY LEN		HEIGHT	DESCRIPTION	
/× _	440		50	Crates	_
C Add Ite	m				
Accesso	RIAL SURCHARGES				
	ТҮРЕ		SERVICE		
There are a	currently no accessorial serv	vices associated with this quo	te.		
O Add Su	rcharge				

19. Enter Shipment Information. This includes pieces, weight, skids, dims, and accessorials.

CROWN DATA SYSTEMS	Shipment In	FORMATION	NTER THE SHIPMENT DET	AILS AND ACCESSORIAL SE	RVICES.		
ி номе	Service Level & Contact	Shipper Name & Address	Consignee Name & Address	Shipment Information	Hazmat Information	Shipment Identification	CI Cor
≓ quotes							
SHIPMENTS	Shipment Ir	nformation					
🗅 reports		ation for the shipment on th will be required and ensure			e dimensions, if applicable. S	elect any accessorial	
	Pieces	Weig Veig		VOM			
b logout	Number Skids	· _		I			
	Declared Value	v [co	D	✓			
	Description of G	loods			~		
	Description of C	20005			`		
	Special Instruct	ions			~		
	Grand						
	SHIPMENT I QUAI		Access	orial: Select	DESCRIPTION		
	<u>∕× 4</u>	40		or Delivery	Crates	-	_
	C Add Item						
	ACCESSORIA	AL SURCHARGES			·		
		PE	SERVICE				
	O Add Sure	Pickup	[
		ine Haul			() Bac	k Next ()	
	Concer X				U but		

20. If adding accessorials, first select what part of the move the accessorial applies to.

			•		
Service Level & Contact	Shipper Name & Address	Consignee Name & Address	Shipment Information	Hazmat	Shipment Identification
Shipmer	t Information				
	formation for the shipment or that will be required and ensi			the dimensions, if applicabl	e. Select any accessorial
Pieces	V	Veight	UOM		
4	✓	800	✓ Pounds ✓		
Number Sk	ids 🗸				
Declared V	alue 🗸	COD	✓		
Description	of Goods			~	
Special Inst	ructions			~	
SHIPMEN	nt Pieces ✔			_	
	QUANTITY LENG	TH WIDTH	HEIGHT		essorial: Selec
	4 40	50 .	50 .	Crates	
					ervice to be
C Add Ite	m				Performed
Accesso	DRIAL SURCHARGES				
	TYPE	SERVICE			
∕ ×	Pickup 🗸	ACTION CROSS	роск		
O Add Su		DEBRIS REMOV			
Add Su	rcnarge	DECLARED VAL			
		DETENTION WI	HOLE TEST		
Cancel M		DETENTION	ATTIMIC TIME	<u>^</u>	Back Next (2)
Cancel 🗶		DETENTION/W. DISPOSAL FEE	AITING TIME	3	Back Next 🔊

21. Next, select the accessorial service. When finished, click Next.

22. Enter Shipment Identification. This includes House Air Waybill, Master Air Waybill, and Reference Number(s). There is also an option to have the trucking company's system automatically assign a House Air Waybill. Once these are entered, click Next.

C R O W N DATA SYSTEMS	Shipment Id	ENTIFICATION	ENTER THE INFORMATIC	ON THAT WILL IDENTIFY T	HE SHIPMENT.	
🎧 номе	Service Level & Contact	Shipper Name & Address	Consignee Name & Address	Shipment Information	Hazmat Information	Shipment Identification
📃 QUOTES						
	Shipment Ic	lentification				
🕒 REPORTS	Enter the identifi MAWB 11116666	cation information for the	shipment including any cust	omer or internal reference r	numbers.	
🖞 logout	HAWB 65656565				_	
	Reference Numbers 10023651 88000128 235571 355413365				~	
	Cancel 🗶				9	Back Next 🔊

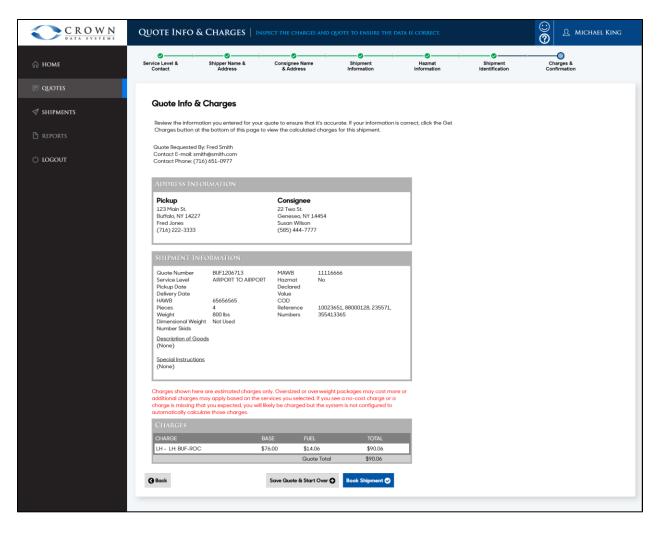
23. Once all information is entered, CC3 will present a review page that shows the shipment information that was entered. Click Get Charges after review.

CROWN DATA SYSTEMS	QUOTE INFO &	CHARGES INSPE	CT THE CHARG	ES AND QUOTE TO ENSURE THE DA	ta is correct.		
🛱 номе	Service Level & Contact	Shipper Name & Address	Consignee Nam & Address	e Shipment Information	Hazmat Information	Shipment Identification	Charges & Confirmation
🗩 QUOTES							
	Quote Info & 0	-					
REPORTS				at it's accurate. If your information is ad charges for this shipment.	correct, click the Get		
() logout	Quote Requested By: Contact E-mail: smith Contact Phone: (716	@smith.com					
	ADDRESS INFO	RMATION					
	Pickup 123 Main St. Bulfalo, NY 14227 Fred Jones (716) 222-3333		Consignee 22 Two St. Geneseo, NY Susan Wilson (585) 444-77				
	SHIPMENT INF	DRMATION					
	Guote Number Service Level Pickup Date Delivery Date HAWB Piaces Weight Dimensional Weight Number Skids Description of Good (None)		MAWB Hazmat Declared Value COD Reference Numbers	11116666 No 10023651, 88000128, 235571, 355413365			
	Special Instructions (None)						
	CHARGES						
	Would you like to so	ve this quote and retrieve	the charges? t Charges 🔗				

24. CC3 will then show the quote, calculated based on the customer's tariffs and rates. The user can then:

-Click Book Shipment to accept the quoted charges and make the quote into a live shipment -Click Save Quote & Start Over to save the quote without booking it (with the option to recall it later)

-Click Back to go back into the information-entry process and revise the information originally entered for the quote.



25. Note: The Quote Number identifies the individual quote, comes from the trucking company's system, and can be used as a common reference for both parties.

N QUOTE INFO	& CHARGES IN	SPECT THE CHARGES A	IND QUOTE TO ENSURE THE E	DATA IS CORRECT.		
ø	O			O		0
Service Level & Contact	Shipper Name & Address	Consignee Name & Address	Shipment Information	Hazmat	Shipment Identification	Charges & Confirmation
Quote Info	& Charges					
			s accurate. If your information i	is correct, click the Get		
Charges button	at the bottom of this page t	to view the calculated c	harges for this shipment.			
Quote Requester	d By: Fred Smith smith@smith.com					
Contact Phone: ((716) 651-0977					
ADDRESS IN						
Pickup		Consignee				
123 Main St. Buffalo, NY 142	27	22 Two St.				
Fred Jones		Geneseo, NY 144 Susan Wilson				
(716) 222-3333	3	(585) 444-777				
SHIPMENT I	NFORMATION					
Quote Number Service Level	BUF1206713 AIRPORT TO AIRPOR		L1116666 No			
Pickup Date	AIRPORT TO AIRPOR	Declared	10			
Delivery Date HAWB	65656565	Value COD				
Pieces	4	Reference 1	0023651, 88000128, 235571,			
Weight Dimensional We	800 lbs eight Not Used	Numbers 3	355413365			
Number Skids						
Description of C (None)	Boods					
Special Instruct	ions					
(None)	iner ne					
			weight packages may cost mo			
			you see a no-cost charge or a ne system is not configured to			
	iculate those charges.					
CHARGES						
CHARGE		BASE FUEL	TOTAL			
LH - LH: BUF-RO	DC :	\$76.00 \$14.06				
		Quote	Total \$90.06			
G Back		Save Quote & Start C	Book Shipment 🤗			

26. If Book Shipment is clicked, the quote will be converted to live shipment. Crown Connect will then present the user with a Bill of Lading which can be printed or saved. (Recall that Bills of Lading for booked shipments can also be accessed on the CC3 Shipments page.)

C R O W N DATA SYSTEMS	QUOTE RATII	NG INSPECT THE CH	ARGES AND QUOTE TO ENS	URE THE DATA IS CORREC	n (
💮 номе	Service Level & Contact	Shipper Name & Address	Consignee Name & Address	Shipment Information	Hazmat Information	Shipment Identification	Charges & Confirmation
💷 quotes		The quote has	s been booked and is ready t	o be dispatched. You can c	download or view the bill o	f lading by using the button:	s below.
I SHIPMENTS				View/Print BoL D	Pownload BoL		
🗅 REPORTS				Show Quote	List		
🖒 logout							
	-						

Example Bill of Lading:

Custome	r						Dat	e	Org	Dest	Pro Num	ber	HAWB
CROWN	DATA BRO	OKERAGE					11/1	/2019	BUF	ROC	BUF12067	713	65656565
Reference	e			MAWB				Declared Va	alue	Routing	-		IT#
10023651				11116666				0.00					
Shipper							Co	nsignee					- 1
XYZ Indus								Incorporate	ed				
123 Main	St.						22 T	wo St.					
Durffele M													
Buffalo, N (716) 222-								eseo, NY 14) 444-7777	1454				
(710) 222	-3333						(000) 444-1111					
Pieces	Hazmat	Description										Weight	
1	N	1 @ 1in x 1in										Actual W	t: 800lbs
1	N	1 @ 1in x 1in	x 1in.										
1		1 @ 1in x 1in											
1	N	1 @ 1in x 1in	x 1in.										
23557	1	: 88000128										Dim Wt:	
23557 35541	1 3365				Pickup Drive	ər						Dim Wt:	
23557 35541	1 3365			F	Pickup Drive	er				COD		Dim Wt:	
23557 35541	1 3365			F	Pickup Drive	er				COD. F.C.CO	D.	Dim Wt:	
23557 35541 Shipper :	1 3365 Signature	9	Order		Pickup Driver#	er	Time	#Pcs	#Shpt		D.	Dim Wt:	
23557 35541 Shipper :	1 3365 Signature		Order				Time	#Pcs	#Shpt		D.	Dim Wt:	
23557 35541 Shipper :	1 3365 Signature	9	Order				Time	#Pcs	#Shpt		D.	Dim Wt:	
23557 35541 Shipper :	1 3365 Signature ee - Rece	e vived in Good	Order	C		Date	Time	#Pcs	#Shpt			Dim Wt:	
23557 35541 Shipper : Consigne	1 3365 Signature ee - Rece	e vived in Good	Order	C)river#	Date	Time	#Pcs	#Shpt	F.C.C.O		Dim Wt:	
23557 35541 Shipper : Consigne	1 3365 Signature ee - Rece	e vived in Good	Order	C)river#	Date	Time	#PCS	#Shpt	F.C.C.O		Dim Wt:	
23557 35541 Shipper : Consigne	1 3365 Signature ee - Rece ee - Print	e vived in Good	Order ////	C)river#	Date	Time		#Shpt	F.C.C.O	ł	Dim Wt:	