

Yamato-ship Operation Manual



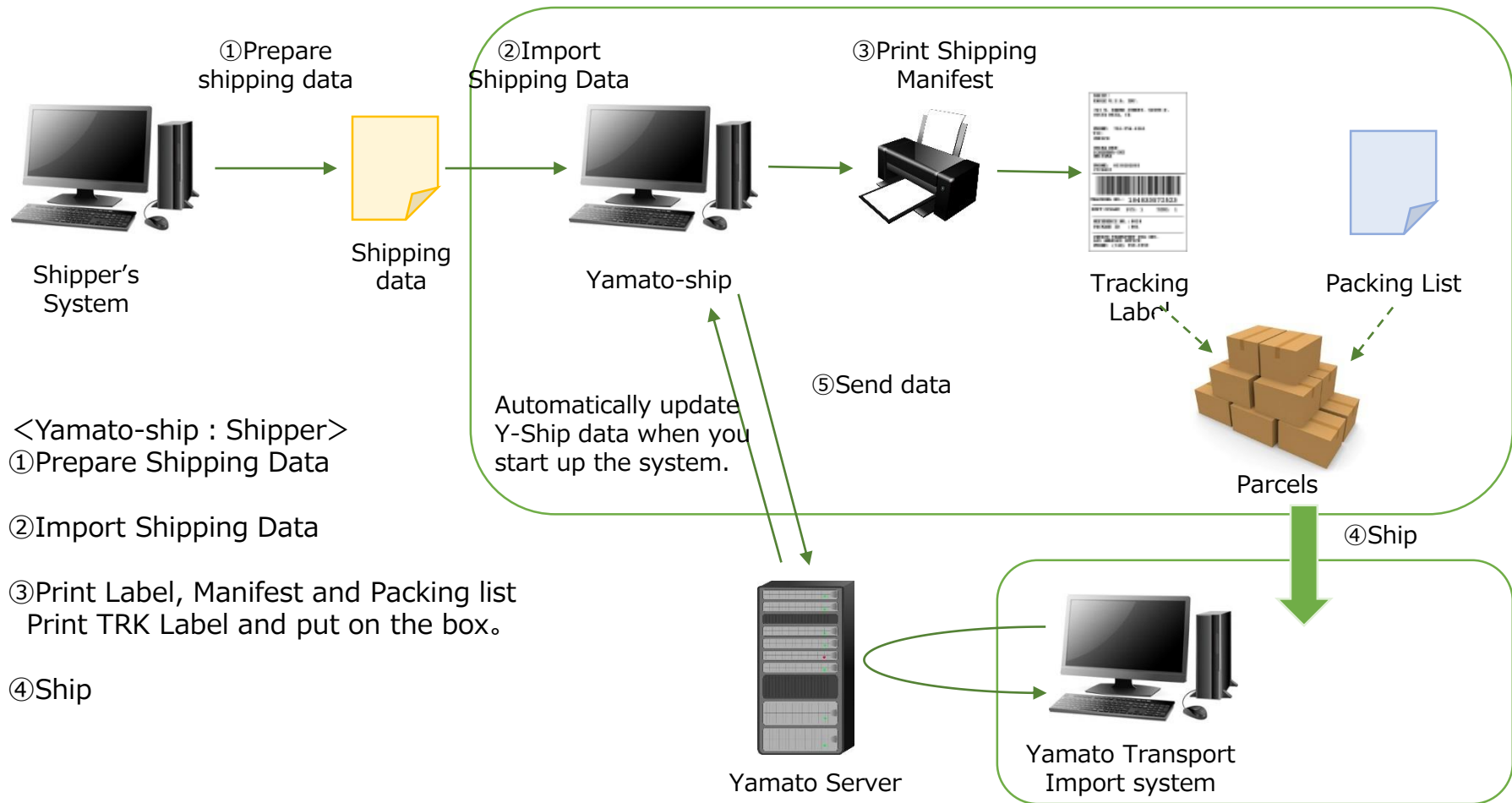
5/4/2017
Version 1.1



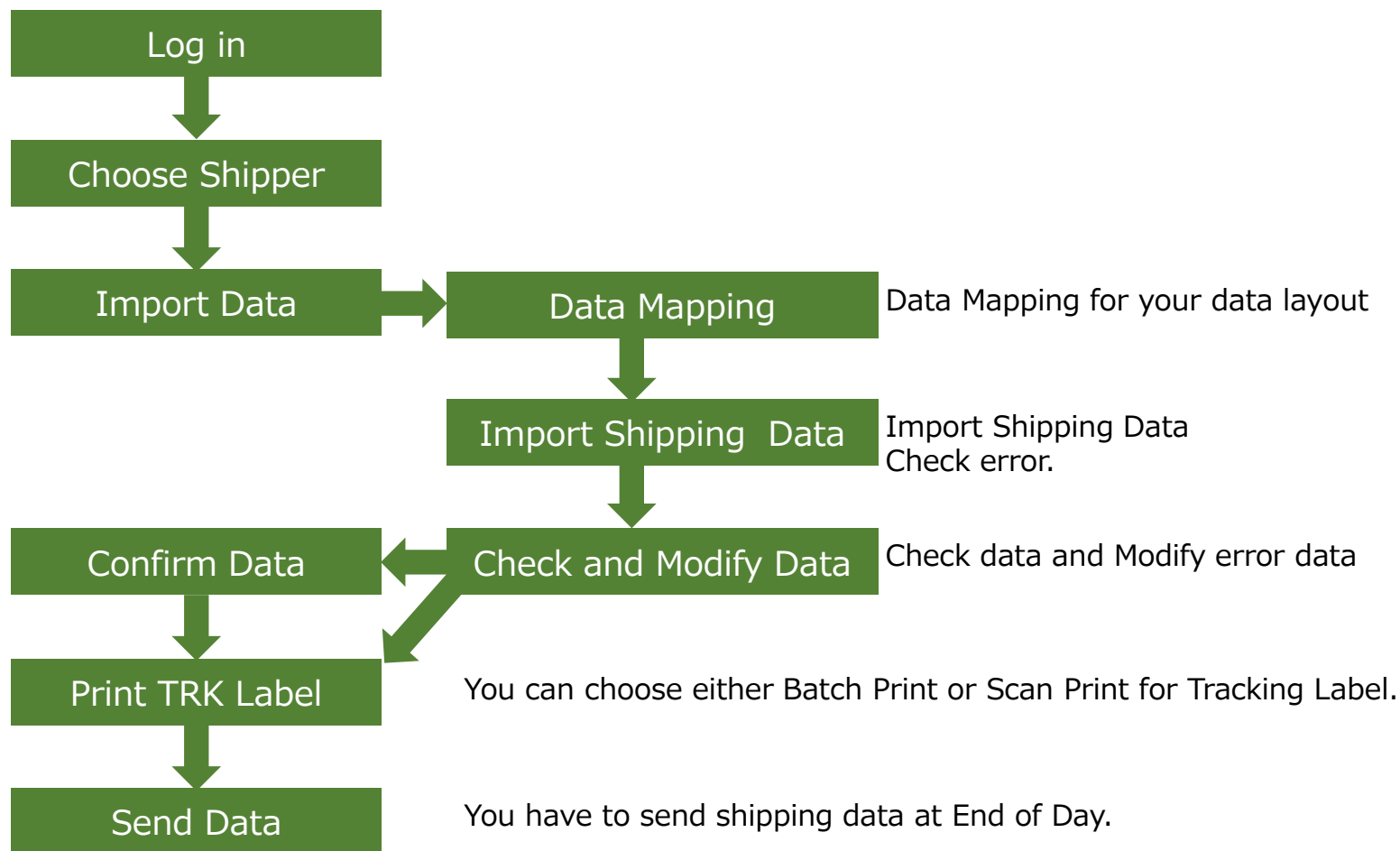
YAMATO TRANSPORT
GLOBAL MIND, LOCAL HEART

1-1. What's Yamato-ship???

Yamato-ship is Shipping Support System. It can create Shipping Data and TRK Label. You can import shipping data (or manual input) then print TRK Label.

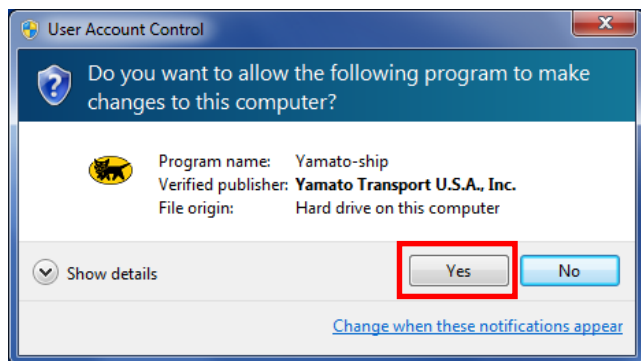


1-2. Yamato-ship Work Flow

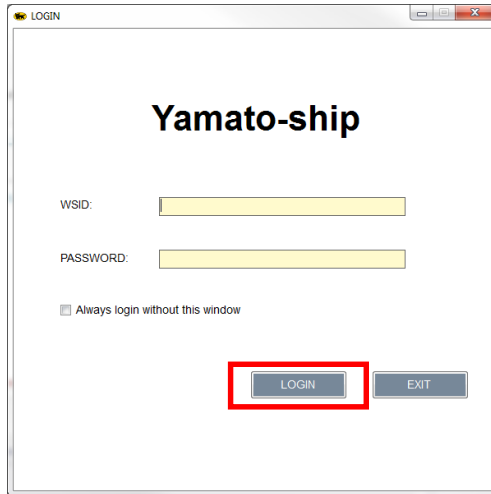


1-3. Yamato-ship Start-up

You can see the same Dialog when startup Y-Ship.
You may ignore this to click "YES" when startup.



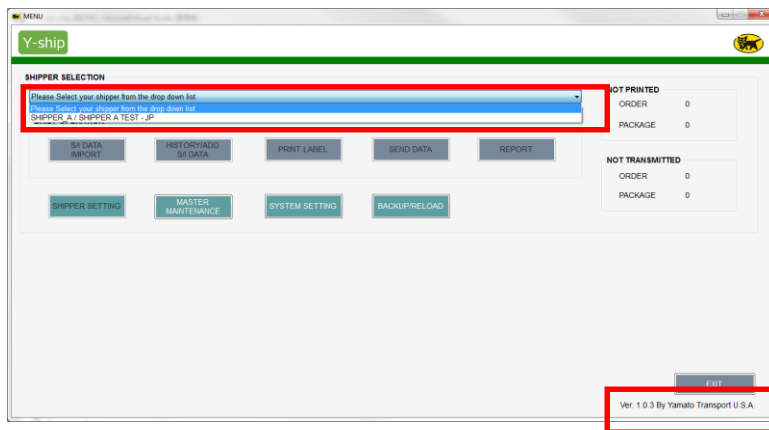
2-1-1. Log in – Main Menu



The LOGIN screen displays the Yamato-ship logo at the top. Below the logo, there are two input fields: 'WSID:' and 'PASSWORD:'. A checkbox labeled 'Always login without this window' is located below the password field. At the bottom, there are two buttons: 'LOGIN' and 'EXIT'. The 'LOGIN' button is highlighted with a red rectangle.

Enter WSD and PASSWORD
Click "LOGIN" button

※If you put check on [Always login without this windows], you may skip LOGIN screen when startup.



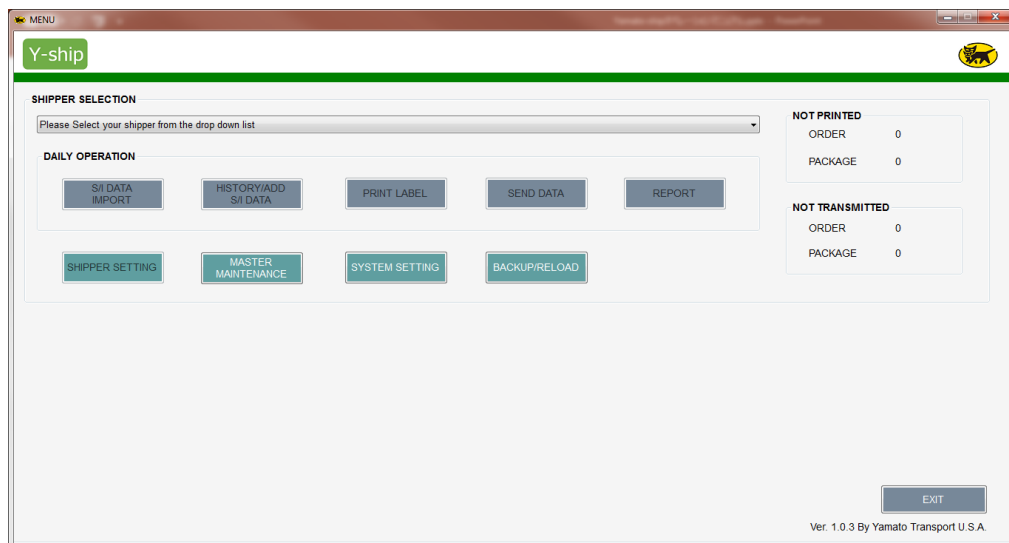
The Main Menu screen displays the 'SHIPPER SELECTION' section at the top, which includes a dropdown menu for selecting a shipper. Below this, there are several buttons: 'SI DATA IMPORT', 'HISTORY/ADD SI DATA', 'PRINT LABEL', 'SEND DATA', 'REPORT', 'SHIPPER SETTINGS', 'MASTER MAINTENANCE', 'SYSTEM SETTING', and 'BACKUP/RELOAD'. On the right side, there are two sections: 'NOT PRINTED' and 'NOT TRANSMITTED', each with 'ORDER' and 'PACKAGE' counts. At the bottom right, the version information 'Ver. 1.0.3 By Yamato Transport U.S.A.' is displayed, highlighted with a red rectangle.

Choose Shipper Account at Main Menu.

You can pick Shipper Name through <SHIPPER SELECTION>

Program Ver. is appeared at right bottom corner.

2-1-2. Main Menu

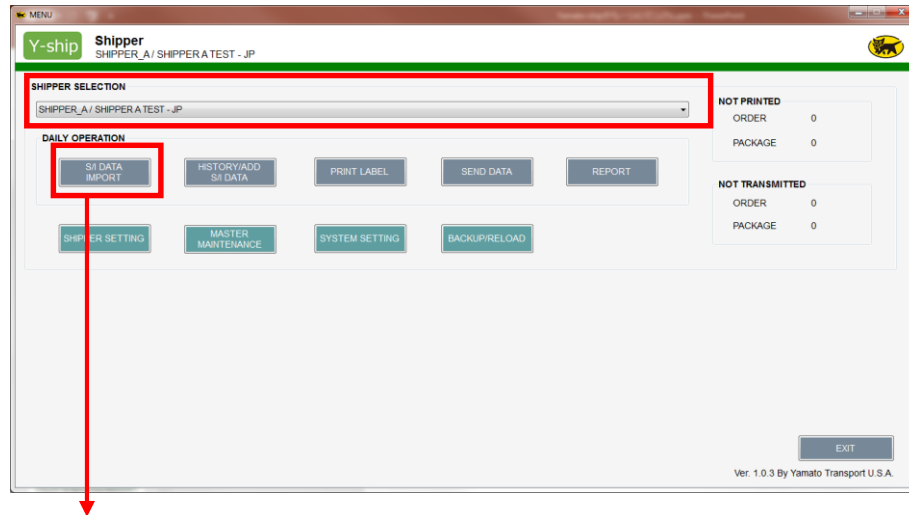


<NOT PRINTED>
No of Unprinted TRK labels

<NOT TRANSMITTED>
No of Unsent Data incld. NOT PRINTED

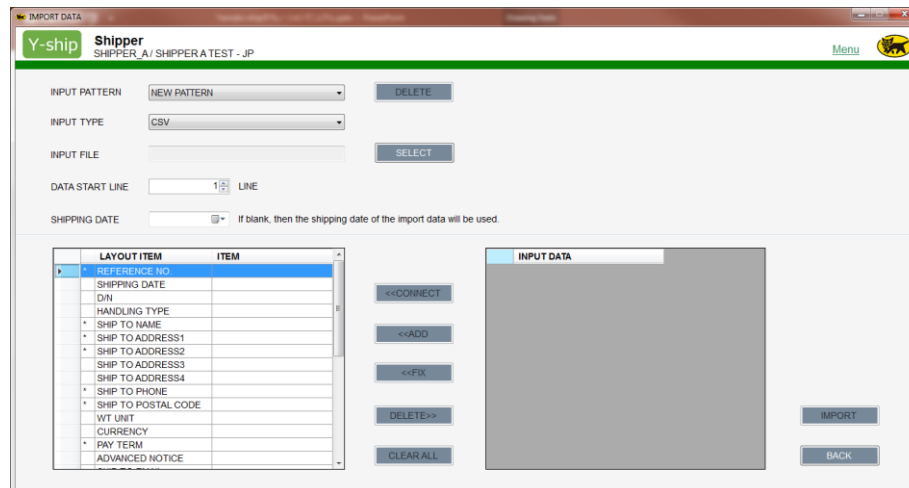
Category	Comments
S/I DATA IMPORT	Import shipping data. Error data is highlighted by red and you can modify it
HISTORY/ADD S/I DATA	Search data. Print Packing list. Manual Data input
PRINT LABEL	Print label after Data Import
SEND DATA	Send Shipping Data to Yamato server after Print Label
REPORT	Export Shipping Data which already printed label searched by shipping date
SHIPPER INFORMATION	Review Shipper's Information. (View only. cannot modify)
MASTER MEINTENANCE	Modify Consignee Master or Item Master
SYSTEM SETTING	Setup printer and change other setting
BACKUP / RELOAD	Backup and Reload Yamato-ship DB. Please make Backup in a timely manner.

2-2-1. Data import



Choose SHIPPER from <SHIPPER SELECTION>

Click <S/I DATA IMPORT> button



Instruction

- ① Setup DATA LAYOUT and INPUT TYPE
- ② Save INPUT PATTERN
- ③ Choose INPUT PATTERN then Import data

2-2-1. DATA LAYOUT

①DATA LAYOUT (1/2)

○ : Required、△ : May required、－ : Not required

Category		English	Japanese	No		Memo
オーダー部	1	REFERENCE NO	お客様管理番号	20	○	
	2	SHIPPING DATE	出荷日	10	○	"mm/dd/yyyy" ※follow Date setup
	3	D/N	貨物種別	1	○	N:Non Document, D:Document
	4	HANDLING TYPE	取り扱い種別	1	○	1:Mail Order, 2:Other
	5	SHIP TO NAME	荷受人名	60	○	Person's Name or Attention Name
	6	SHIP TO ADDRESS1	荷受人住所1	35	○	Prefecture
	7	SHIP TO ADDRESS2	荷受人住所2	35	○	City
	8	SHIP TO ADDRESS3	荷受人住所3	35	－	Street number
	9	SHIP TO ADDRESS4	荷受人住所4	35	－	Building name
	10	SHIP TO PHONE	荷受人電話番号	14	○	Need Area Code"9999-99-9999"/"999-9999-9999"
	11	SHIP TO POSTALCODE	荷受人郵便番号	7	○	Notice) Needs correct Zip Code
	12	KATAKANA	荷受人カタカナ	35	△	It will be appeared when data is in Japanese Need space between First name and Last name
	13	WT UNIT	重量単位コード	3	○	"KGM" and "LBS"
	14	CURRENCY	通貨コード	3	○	
	15	PAYMENT METHOD	支払区分	1	○	1:All Collect, 2:Duties Collect, 3:All Prepaid, 4:Item Prepaid, 5:Freight Collect, 6:Third Party Billing, 7:Item Collect, C: Item Duties Collect

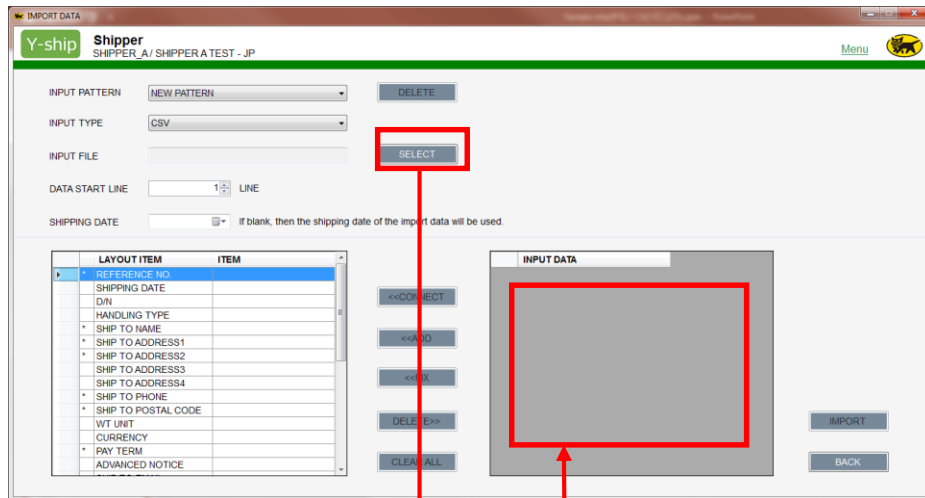
2-2-1. DATA LAYOUT

①DATA LAYOUT (2/2)

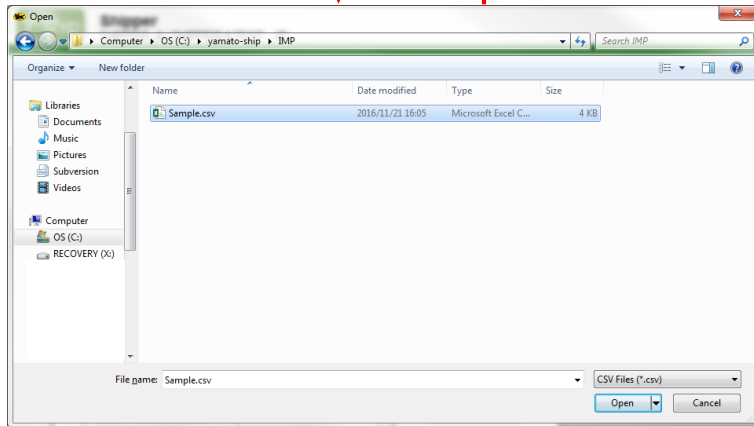
○ : Required、△ : May need、－ : Not required

Category		English	Japanese	No		Memo
Order Part	17	SHIP TO EMAIL	事前通知 メールアドレス	60	△	Required if choose ADVANCED TYPE
	18	ADVANCED TYPE	メール事前通知 有無フラグ	1	－	"0" : No Need、"1" : Need
	19	E.D.T (Estimate Delivery Time)	配達時間帯	2	－	Blank : Not required、AM:Befrenoon,14:14～16、 16:16～18、 18:18～20、 19:19～21
	20	REMARKS1	荷主メモ欄1	35	－	
	21	REMARKS2	荷主メモ欄2	35	－	
Package Part	22	PACKAGE ID	貨物管理番号	20	○	
	23	TRACKING NO	トラッキングNo	12	○	
	24	PACKAGE GWT	実重量	7	○	
	25	PACKAGE VWT	容積重量	7	○	
	26	H/C	取り扱い手数料	13	－	
ITEM Part	27	ITEM CODE	カタログ上の 商品コード	16	○	
	28	ITEM NAME	商品名	40	○	
	29	ORIGIN	原産国コード	2	○	Country code : UN/LOCODE
	30	PCS	商品注文個数	12	○	Up to two Decimal places
	31	UNIT MEASURE	注文単位	4	○	"EA"、"SET"
	32	UNIT PRICE	商品単価	13	○	Up to two Decimal places

2-2-3. DATA LAYOUT, Register input pattern



読み込み開始行のデータ
が表示される



• If the customer wants to make a difference layout from default one, he/she may set up as follows
Basic setup is the same as G2

1. Choose NEW PATTERN from INPUT PATTERN
2. Choose File type from INPUT TYPE
3. Choose Import File from SELECT at INPUT FILE
※When you pick "3", it will start data import at right window
4. Choose DATA START LINE
5. Choose SHIPPING DATE from Calendar

※continued...

2-2-3. 出DATA LAYOUT, Register input pattern

Next step is the register the input pattern

- ① Click "<<CONNECT", then match up "LAYOUT" and "INPUT DATA"
- ② You may delete if you have unnecessary layout using "DELETE>>" button.
- ③ You may add new column up to 9 columns with "<<ADD" button.
- ④ You may fix the column with "<<FIX" button.
- ⑤ You may clear all Data Layout with "<CLEAR ALL>" button.

※< * > required column

Click "<IMPORT>" for Data Import

Register Data Input Pattern for New Pattern

- enter pattern name
- Click <SAVE> for complete register.

※You can review Input Pattern with "<BACK>" button.

2-2-4. Result Data Import ~ Fix Error Data

IMPORT RESULT

Y-ship Shipper
SHIPPER_A / SHIPPERA TEST - JP

SEARCH CONDITION
 TARGET DATA: ☐ ALL ☒ ERROR
 REFERENCE NO.:
 PACKAGE ID:
 SEARCH

PACKAGE COUNT
 PRINTABLE:
 ERROR:
 OUTPUT ERROR LIST

CHECK ALL CLEAR ALL

NO	CHECK	PACKAGE ID	TRACKING NO.	D/N	HANDLING TYPE	SHIP TO NAME	SHIP TO ADDRESS1	SHIP TO ADDRESS2
00001	<input checked="" type="checkbox"/>	PACKAGE B1				CONSIGNEE B	CONSIGNEE ADDRESS	CONSIGNEE ADDRESS
00002	<input type="checkbox"/>	PACKAGE C1		N	2	CONSIGNEE D ADD	CONSIGNEE ADDRESS	CONSIGNEE ADDRESS

EDIT DELETE

Required Value. Please enter correct value to Print.

Error Data will be highlighted in RED

※if Key elements (“Reference No.”, “Package ID.” or “Item Code”) are error, you cannot import data successfully.

Number of import data will be displayed at <PRINTABLE>

Can be printed TRK Label with No error import data and can print

<ERROR>

Error import data

S/I DATA EDIT

Y-ship Shipper
SHIPPER_A / SHIPPERA TEST - JP

SHIPMENT INFORMATION
 REFERENCE # TEST00004
 SHIP DATE 01/05/2017 HANDLING TYPE Other
 SHIPMENT ID
 DELIVERY TIME 12-14 CURRENCY
 PAY TERM
 D/N Non Document
 REMARK REMARK1
 REMARK2
 EMAIL 1. Necessary NOTIFY TYPE Mobile

SHIP TO
 NAME CONSIGNEE D ADD
 PHONE 1234567890 POSTAL CODE 9999999
 ADDRESS CONSIGNEE ADDRESS D1 ADD
 CONSIGNEE ADDRESS D3 ADD
 CONSIGNEE ADDRESS D4 ADD
 EMAIL TEST00004@test.com

PACKAGE INFORMATION

NO	PACKAGE ID	TRACKING NO.	PACKAGE GWT	PACKAGE VWT	PRINT STATUS	TRANSMIT STATUS	HIC
00001	PACKAGE C1		10.1	0.0	NOT PRINTED	NOT TRANSMITTED	10.05

WEIGHT UNIT LBS NO OF PKG 1 TOTAL WEIGHT 10.1 TOTAL HIC 10.05

ITEM INFORMATION

NO	ITEM CODE	ITEM NAME	ITEM VALUE	UNIT MEASURE	PCS	TOTAL VALUE	ORIGIN
00001	ITEM CODE D1	ITEM NAME D1ADD	77.00	LB	1	77.00	JP

ITEM TOTAL 77.00 INVOICE TOTAL 87.05

Fix error data

- ① Choose Error Data
- ② Click <EDIT> button
- ③ Display <S/I DATA EDIT> on screen
- ④ Modify Error data with red highlighted
- ⑤ Click <SAVE>

※Please look [2-3-1] <HISTORY/ADD/S/I DATA>

2-2-5. DATA ERROR REORT

①CSV

```

1 Reference No., Error Item, Error Message
2 "TEST00002", "D/N", "D/N is not entered correctly. Value: [X]"
3 "TEST00002", "HANDLING TYPE", "HANDLING TYPE is not entered correctly. Value: [3]"
4 "TEST00004", "CURRENCY", "CURRENCY is not entered correctly. Value: [JPP]"
5 "TEST00004", "PAY TERM", "PAY TERM is not entered correctly. Value: [9]"

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②TSV

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1 Reference No. Error Item Error Message
2 TEST00002 D/N D/N is not entered correctly. Value: [X]
3 TEST00002^ HANDLING TYPE^ HANDLING TYPE is not entered correctly. Value: [3]
4 TEST00004^ CURRENCY^ CURRENCY is not entered correctly. Value: [JPP]
5 TEST00004^ PAY TERM^ PAY TERM is not entered correctly. Value: [9]

```

③EXCEL

	A	B	C
1	Reference No.	Error Item	Error Message
2	TEST00002	D/N	D/N is not entered correctly. Value: [X]
3	TEST00002	HANDLING TYPE	HANDLING TYPE is not entered correctly. Value: [3]
4	TEST00004	CURRENCY	CURRENCY is not entered correctly. Value: [JPP]
5	TEST00004	PAY TERM	PAY TERM is not entered correctly. Value: [9]

No	ITEM NAME	COM
1	Reference No	Customer numbers (REFERENCE NO)
2	Error Item	Error Description
3	Error Message	Error Message in Window ex) missed required item not registered format etc.

2-2-6. DELETE RESULT OF DATA IMPORT/REGISTER/PRINT TRACKING LABEL

The screenshot shows the 'Y-ship Shipper' application window. The 'DELETE' button is highlighted with a red box. The interface includes a 'SEARCH CONDITION' section with radio buttons for 'ALL' and 'ERROR', and input fields for 'REFERENCE NO.' and 'PACKAGE ID'. A 'PACKAGE COUNT' section shows 'PRINTABLE' (10) and 'ERROR' (2) counts. A table lists data with columns: NO, CHECK, PACKAGE ID, TRACKING NO., D/N, HANDLING TYPE, SHIP TO NAME, SHIP TO ADDRESS1, and SHIP TO ADDRESS2. The first row is highlighted in red, and the second row is highlighted in blue. The 'DELETE' button is located at the bottom right of the table area. A 'PREVIEW' button is also visible on the right side of the table.

NO	CHECK	PACKAGE ID	TRACKING NO.	D/N	HANDLING TYPE	SHIP TO NAME	SHIP TO ADDRESS1	SHIP TO ADDRESS2
00001	<input checked="" type="checkbox"/>	PACKAGE B1				CONSIGNEE B	CONSIGNEE ADDRESS	CONSIGNEE ADDRESS
00002	<input type="checkbox"/>	PACKAGE C1		N	2	CONSIGNEE D ADD	CONSIGNEE ADDRESS	CONSIGNEE ADDRESS

Delete result of data import

Check box <CHECK> then click <DELETE>

PRINT TRACKING LABEL

<PRINT TRACKING LABEL>

Check in box then <PRINT TRACKING LABEL> to print Shipping Label9s0.

<PREVIEW>

Check in box <PREVIEW>, preview screen comes up.
 ※you cannot print if error data is included.
 Once you print Tracking Label, Print Status change to Printed

└

2-3-1. SEARCH SHIPPING DATA/ENTER NEW DATA

Search Shipping Data

Click <HISTORY / ADD S/I DATA> from DeskTop

You may enter Search Condition and click <SEARCH>.
You can see any result

You can make <EDIT> or <DELETE> where you check the at check box

When you want enter New Data, just click <NEW>

Screen switch to Entry Screen. Potion of Red highlighted will be Required.

※ (PACKAGE/ITEM ENTRY also Required.


Click <ADD> on PACKAGE INFORMATION and enter Package information

Click <ADD> on ITEM INFORMATION and enter商品情 ITEM information

2-3-1. SEARCH SHIPPING DATA/ENTER NEW DATA


S/I DATA EDIT

Y-ship **Shipper**
SHIPPER_A / SHIPPER A TEST - JP

Menu 

SHIPMENT INFORMATION

REFERENCE #

SHIP DATE  HANDLING TYPE

SHIPMENT ID

DELIVERY TIME CURRENCY

PAY TERM

D/N

REMARK

EMAIL

SHIP TO

NAME

PHONE POSTAL CODE

ADDRESS

EMAIL

PACKAGE INFORMATION

NO	PACKAGE ID	TRACKING NO.	PACKAGE GWT	PACKAGE VWT	PRINT STATUS	TRANSMIT STATUS	H/C

WEIGHT UNIT NO OF PKG TOTAL WEIGHT TOTAL H/C

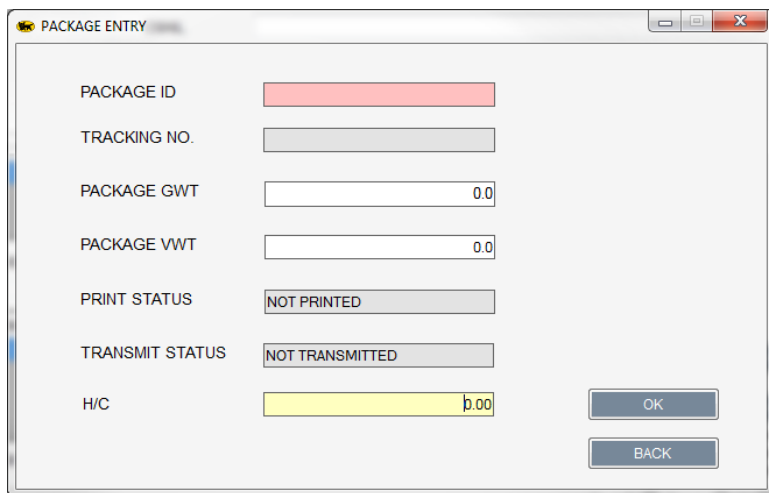
ITEM INFORMATION

NO	ITEM CODE	ITEM NAME	ITEM VALUE	UNIT MEASURE	PCS	TOTAL VALUE	ORIGIN

ITEM TOTAL INVOICE TOTAL

If you press "BACK" before saving, data will be lost.

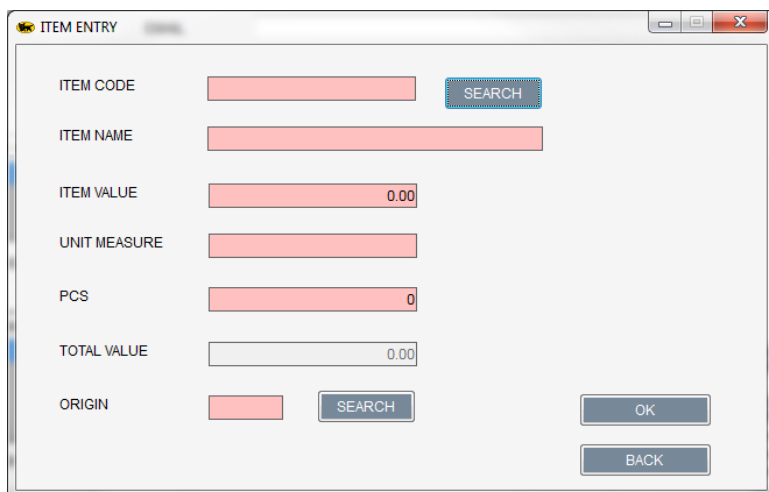
2-3-1. SEARCH SHIPPING DATA/ENTER NEW DATA



A screenshot of the 'PACKAGE ENTRY' dialog box. It contains several input fields: 'PACKAGE ID' (red), 'TRACKING NO.' (grey), 'PACKAGE GWT' (white, value 0.0), 'PACKAGE VWT' (white, value 0.0), 'PRINT STATUS' (dropdown, value NOT PRINTED), 'TRANSMIT STATUS' (dropdown, value NOT TRANSMITTED), and 'H/C' (yellow, value 0.00). There are 'OK' and 'BACK' buttons at the bottom right.

<PACKAGE ENTRY>

※Red Highlighted part is required
Enter Package information then click <OK>



A screenshot of the 'ITEM ENTRY' dialog box. It contains several input fields: 'ITEM CODE' (red), 'ITEM NAME' (red), 'ITEM VALUE' (red, value 0.00), 'UNIT MEASURE' (red), 'PCS' (red, value 0), 'TOTAL VALUE' (white, value 0.00), and 'ORIGIN' (red). There are 'SEARCH' buttons next to 'ITEM CODE' and 'ORIGIN'. There are 'OK' and 'BACK' buttons at the bottom right.

<ITEM ENTRY>

※Red Highlighted part is required
Enter Item information then click <OK>
※赤色の項目は、必須入力項目です。
<OK>を押下し、商品情報を確定します。

2-3-1. . SEARCH SHIPPING DATA/ENTER NEW DATA

The screenshot shows the 'Y-ship Shipper' application window. The title bar indicates '5.1 DATA EDIT'. The main window is divided into several sections:

- SHIPMENT INFORMATION:** Fields for REF001, SHIP DATE (01/05/2017), HANDLING TYPE (Other), SHIPMENT ID, DELIVERY TIME (ANY TIME), CURRENCY (USD), PAY TERM (1-AB Collected), DIN (Non Document), REMARK, and EMAIL (0: Not Necessary).
- SHIP TO:** Fields for NAME (SHIP TO NAME), PHONE (333554455), POSTAL CODE (9999999), ADDRESS (ADR01 to ADR04), and EMAIL.
- PACKAGE INFORMATION:** A table with columns: NO, PACKAGE ID, TRACKING NO., PACKAGE GWT, PACKAGE VWT, PRINT STATUS, TRANSMIT STATUS, and HIC. The table contains one row with data: 00001, TEST_PKG01, 15.0, 0.0, NOT PRINTED, NOT TRANSMITTED, 15.00. Below the table are fields for WEIGHT UNIT (LBS), NO OF PKG (1), TOTAL WEIGHT (15.0), and TOTAL HIC (15.00).
- ITEM INFORMATION:** A table with columns: NO, ITEM CODE, ITEM NAME, ITEM VALUE, UNIT MEASURE, PCS, TOTAL VALUE, and ORIGIN. The table contains one row with data: 00001, 01100001, SILVER, 150.00, SLV, 15, 2250.00, US. Below the table are fields for ITEM TOTAL (2250.00) and INVOICE TOTAL (2255.00).

Buttons for ADD, EDIT, and DELETE are available for both the PACKAGE and ITEM tables. A SAVE button is located at the bottom right, along with a BACK button and a warning message: 'If you press "BACK" before saving, data will be lost.'

When you enter all data, then clock SAVE

2-3-2. PRINT TRACKING LABEL/PRINT PACKING LIST/TRACK TRACE

NO	CHECK	PRINT STATUS	TRANSMIT STATUS	SHIPPING DATE	REFERENCE NO.	SHIPMENT ID	TRACKING NO.	PACKAG
00001	<input checked="" type="checkbox"/>	PRINTED	NOT TRANSMITTED	20170105	REF001	U17000500155	276550135024	TEST_PK
00002	<input checked="" type="checkbox"/>	PRINTED	NOT TRANSMITTED	20170105	REF001	U17000500155		TEST_PK

OFFICE	DATE	STATUS
--------	------	--------

Print TRACKING LABEL

- ① Put check mark on check box
- ② Click <PRINT TRACKING LABEL>

Print INVOICE (not Packing list)

- ① Put check mark on check box
- ② Click <PRINT INVOICE LIST>

※ If you put <PREVIEW> check box, the preview screen will come up when you click print.

※ Multiple tracking label print is available.

TRACE A PACKAGE

- ① Click TRK# you want to trace
- ② Show TRACKING DETAIL screen.

2-4-1. TRACKING LABEL (SCAN PRINT)

PRINT LABEL

Shipper
SHIPPER_A / SHIPPERA TEST - JP

SHIPPING DATE: 01/05/2017

PRINT TYPE: ☒ SCAN PRINT ☐ BATCH PRINT

Please reprint by using the Shipping History.

PREVIEW
PRINT
BACK

PRINT TRACKING LABEL

- ① Click <PRINT LABEL> in Main Menu
- ② Enter Shipping Date
- ③ Check "SCAN PRINT"
- ④ Click <PRINT>

SCAN PRINT

SHIPPING DATE: 01/05/2017

PACKAGE ID: TEST_PKG01

TRACKING NO:

NO	PACKAGE ID	REFERENCE NO.	SHIPMENT ID
00001	TEST_PKG01	REF001	U17000500155
00002	TEST_PKG02	REF001	U17000500155

ORDER : 1
PCS : 2
SCAN : 0

☐ REPRINT LABEL

BACK

- ⑤ Open <SCAN PRINT> screen
 - ⑥ Scan Barcode on package then print TRACKING LABEL
- ※ You may choose either REDERENCE NO or PACKAGE ID
We need to setup first. So please ask your sales rep.

2-4-2. TRACKING LABEL (BATCH PRINT)

PRINT LABEL

Shipper
SHIPPER_A / SHIPPER A TEST - JP

SHIPPING DATE 01/05/2017

PRINT TYPE
☐ SCAN PRINT
☒ BATCH PRINT

Please reprint by using the Shipping History.

PREVIEW
PRINT
BACK

PRINT TRACKING LABEL

- ① Click <PRINT LABEL> in Main Menu
- ② Enter Shipping Date
- ③ Check "BTACH PRINT"
- ④ Click <PRINT>

SHIP : SHIPPER A TEST

COLLECT :

ADDRESS 1
ADDRESS 2
ADDRESS 3
ADDRESS 4
PHONE: 2128677235
TO:
SHIP TO NAME

ADR81
ADR82
ADR83
ADR84
PHONE: 333554455
9999999

TRACKING NO.: 276550135024


DEPT: JFK PCS: 2 TYPE: 2

REFERENCE NO: REF001
PACKAGE NO: TEST_PK001

YAMATO TRANSPORT USA, INC
NEW YORK TAQBIN BRANCH
PHONE : 201-537-0390

If you check <PREVIEW>, Preview screen pop up.

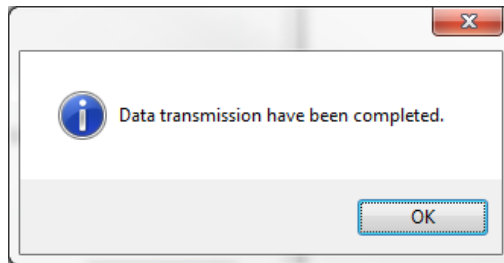
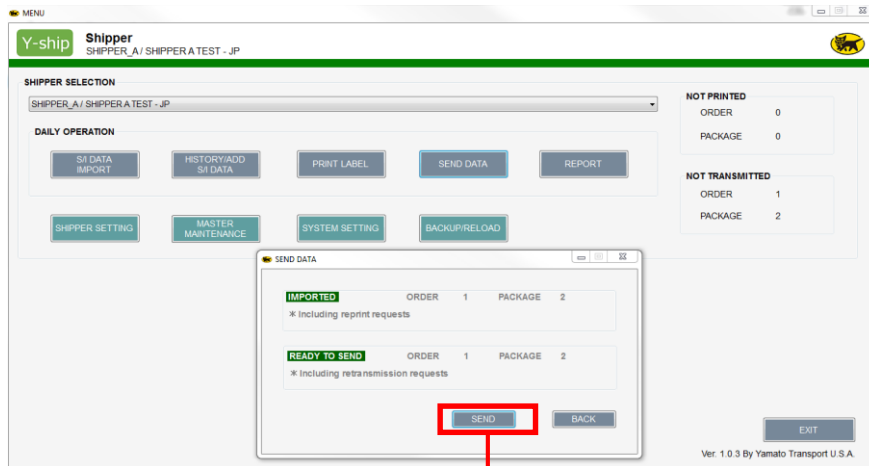
2-4-3. ABOUT TRACKING LABEL

SHIP :	1 COLLECT :
2 SHIPPER A TEST	
3 ADDRESS 1 ADDRESS 3 ADDRESS 2 ADDRESS 4	
4 PHONE: 2128677235	
5 TO: SHIP TO NAME	
6 ADRS1 ADRS2 ADRS3 ADRS4	
7 PHONE: 333554455	
8 9999999	
	
9 TRACKING NO.:	276550135024 *
DEPT: JFK 10	PCS: 2 11 TYPE: 2
13 REFERENCE NO.: REF001	12
14 PACKAGE NO.: TEST_PKG01	
YAMATO TRANSPORT USA, INC NEW YORK TAQBIN BRANCH PHONE : 201-537-0390	

No	DESCRIPTION
1	PAYMENT METHOD ※PRINT "COLLECT" if you use following pay term. P1:All Collect、7:Item Collect、 C:Item Duties Collectの場合、“COLLECT”を印字
2	Shipper's Name
3	Shipper's Address
4	Shipper's Phone number
5	Consignee's Name
6	Consignee's Address
7	Consignee's Phone number
8	Consignee's Zip code
9	Tracking number
10	Origin Place
11	Total number of PC(S)
12	Handling type
13	REFERENCE NO
14	PACKAGE NO

[.] will be appeared if you re-print the tracking label

2-5. SEND DATA



SEND DATA

- ① Click <SEND DATA> from Main Menu
- ② (<SEND DATA> will be appeared
- ③ Click <SEND>

- ④ Send Data is completed
- ⑤ Click <OK>

2-6. SEARCH SHIPPING DATA

SHIPPING SELECT

Y-ship Shipper
SHIPPER_A/SHIPPERA TEST - JP

SEARCH CONDITION

SHIPPING DATE FROM 01/05/2017 TO 01/06/2017

SEARCH

NO.	SHIPMENT ID	REFERENCE NO.	SHIPPING DATE	SHIPPER CODE	SHIPMENT DIV	HANDLING TYPE
00051	U17000500149	TEST00005	20170105	SHIPPER_A	D	1
00052	U17000500150	TEST00006	20170105	SHIPPER_A	D	2
00053	U17000500150	TEST00006	20170105	SHIPPER_A	D	2
00054	U17000500150	TEST00006	20170105	SHIPPER_A	D	2
00055	U17000500151	TEST00007	20170105	SHIPPER_A	D	2
00056	U17000500152	TEST00008	20170105	SHIPPER_A	D	1
00057	U17000500153	TEST00009	20170105	SHIPPER_A	D	2
00058	U17000500153	TEST00009	20170105	SHIPPER_A	D	2
00059	U17000500153	TEST00009	20170105	SHIPPER_A	D	2
00060	U17000500154	TEST00010	20170105	SHIPPER_A	D	2
00061	U17000500155	REF001	20170105	SHIPPER_A	N	2
00062	U17000500155	REF001	20170105	SHIPPER_A	N	2

OUTPUT

BACK

SEARCH SHIPPING DATA

- ①Click <REPORT> from Main Menu
- ②Enter Shipping Date
- ③Click <SEARCH>
- ④Showing Searched Data
- ⑤Click <EXPORT> to export data

OUTPUT TYPE SELECT

SHIPPING DATA

FILE TYPE ☒ CSV ☐ TSV ☐ EXCEL

OUTPUT LOCATION
C:\yamato-ship

SELECT

OK

BACK

- ⑥Choose SCV or TSV at <FILE TYPE>
- ⑦Click <SELECT> and then pick up File
- ⑧Click <OK>

2-7. UPDATE SHIPPER'S PROFILE

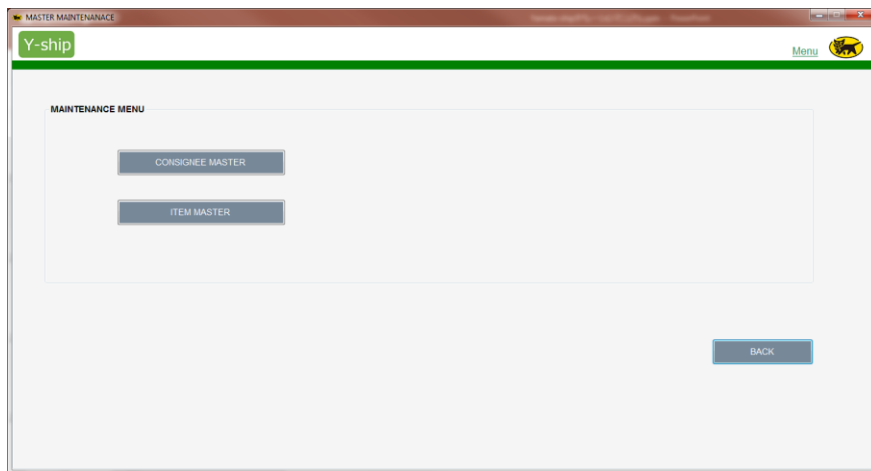
The screenshot shows a web application window titled "SHIPPER SETTING" with a sub-header "Shipper" and "SHIPPER_A / SHIPPER A TEST - JP". The window contains several input fields organized into sections:

- ADDRESS INFO**
 - SHIPPER CODE: SHIPPER_A
 - NAME: SHIPPER A TEST
 - ADDRESS: ADDRESS 1, ADDRESS 2, ADDRESS 3, ADDRESS 4
- PHONE**: 2120677235
- POSTAL CODE**: 10017
- E-MAIL**: jhiraishi@lincrea.com
- PORT OF LOADING**: JFK
- SYSTEM INFO**
 - TYPE: B to C
 - WEIGHT UNIT: LBS
 - CURRENCY: USD
 - ☒ PACKAGE ID
- FREIGHT INFO**
 - SERVICE TYPE: Takkyubin

A "BACK" button is located at the bottom right of the form.

- ①Click <SHIPPER SETTING> from Main Menu
- ②Showing Shipper's Profile
if you want make update, please contact your sales rep. IT team will handle it

2-8-1. MASTER MAINTENANCE



Click <MASTER MAINTENANCE> from Main Menu

<CONSIGNEE MASTER>

- Open CONSIGNEE MASTER

<ITEM MASTER>

- Open ITEM MASTER

Click <BACK> and back to Main Menu

2-8-2. MASTER MAINTENANCE (CONSGINEE MASTER)

CONSGINEE MASTER SELECT

Y-ship

NAME:

PHONE:

COUNT: 1

CHECK ALL CLEAR ALL NEW EDIT DELETE

NO	CHECK	NAME	PHONE	COUNTRY	ADDRESS1	ADDRESS2	ADDRESS3	ADDRESS4
00001	<input checked="" type="checkbox"/>	TEST CONSIGNEE	123	JPN	ADDR1	ADDR2	ADDR3	ADDR4

IMPORT OUTPUT BACK

Make a New Entry, click <CONSGINEE MATER>.

If you want to EDIT or DELETE on Existing Consignee Data, check box and click <EDIT> or <DELETE>

You can export or import Consignee Data used by <OUTPUT> or <IMPORT> function.

CONSGINEE MASTER EDIT

NAME: TEST CONSIGNEE

COUNTRY: JAPAN

LANGUAGE: ENG

ADDRESS 1: ADDR1

ADDRESS 2: ADDR2

ADDRESS 3: ADDR3

ADDRESS 4:

PHONE: 123

POSTAL CODE: 9999999

EMAIL: test@test.com

EMAIL TYPE: ☒ PC ☐ MOBILE

SAVE BACK

If you press "BACK" before saving, data will be lost.

2-8-3. MASTER MAINTENANCE (CONSIGNEE DATA FILE)

```
"NAME","PHONE","COUNTRY","ADDRESS1","ADDRESS2","ADDRESS3","ADDRESS4","POSTAL CODE","E-MAIL","E-MAIL TYPE","LANGUAGE","KATAKANA"  
"TEST CONSIGNEE","123","JP","ADRS1","ADRS2","ADRS3","","9999999","test@test.com","1","ENG","" ↵
```

This is the same grid as "CONSIGNEE MASTER EDIT"

NAME,PHONE,COUNTRY,ADDRESS1,ADDRESS2,ADDRESS3,ADDRESS4,ZIP,E-MAIL,E-MAIL TYPE,
LANGUAGE, KATAKANA

*KATAKANA maybe used by Japanese character entry ONLY.

2-8-4. MASTER MAINTENANCE (ITEM MASTER)

NO	CHECK	ITEM CODE	ITEM NAME	ORIGIN	ITEM VALUE	UNIT MEASURE	CURRENCY	WGT UNIT	GROSS WEIGHT
00001		TESTITEM01	TEST ITEM NAME	AG	10.00	EA	USD	KGM	15.0

If you want to add NEW ITEM MASTER, click <NEW> button.

Pop up <ITEM MASTER EDIT> screen.

You may EDIT or DELETE on existing Item Master used by <EDIT> or <DELETE> function

You can export or import Item Data used by <OUTPUT> or <IMPORT> function.

SHIPPER: SHIPPER_A / SHIPPER A TEST - JP

ITEM CODE: TESTITEM01

ITEM NAME: TEST ITEM NAME

GROSS WEIGHT: 15.0 KGM

ORIGIN: AG

ITEM VALUE: 10.00

UNITE MEASURE: EA

CURRENCY: USD

SEARCH

SAVE

BACK

If you press "BACK" before saving, data will be lost.

2-8-5. MASTER MAINTENANCE (ITEM DATA FILE)

```
"ITEM CODE","ITEM NAME","ORIGIN","ITEM VALUE","UNIT MEASURE","CURRENCY","WT UNIT","GROSS WEIGHT","SHIPPER CODE","SHIPPER NAME"  
"TESTITEM01","TEST ITEM NAME","AG","10.00","EA","USD","KGM","15.0","SHIPPER_A","SHIPPER A TEST"
```

This is the same grid as "ITEM MASTER EDIT"

ITEM CODE,ITEM NAME,ORIGIN,ITEM VALUE,UNIT MEASURE,CURRENCY,
WT UNIT,GROSS WEIGHT,SHIPPER CODE,SHIPPER NAME

2-9-1. SYSTEM SETTING

Click <SYSTEM SETTING> at MAIN MENU
<LABEL>

- Set Printer to print Shipping Label

<REPORT>

- Set Printer to print Invoice sheet

<OTHER>

- DATA TYPE is set by pull down menu
- You may set up to Skip Login Screen when Startup Y-Ship

<RETENTION PERIOD>

- Set retention period both Label issued and Un-send data issue.

<PROGRAM UPDATE>

- Update Y-SHIP program at next startup

<MASTER UPDATE>

- Automatically save the consignee and Item information to Y-SHIP

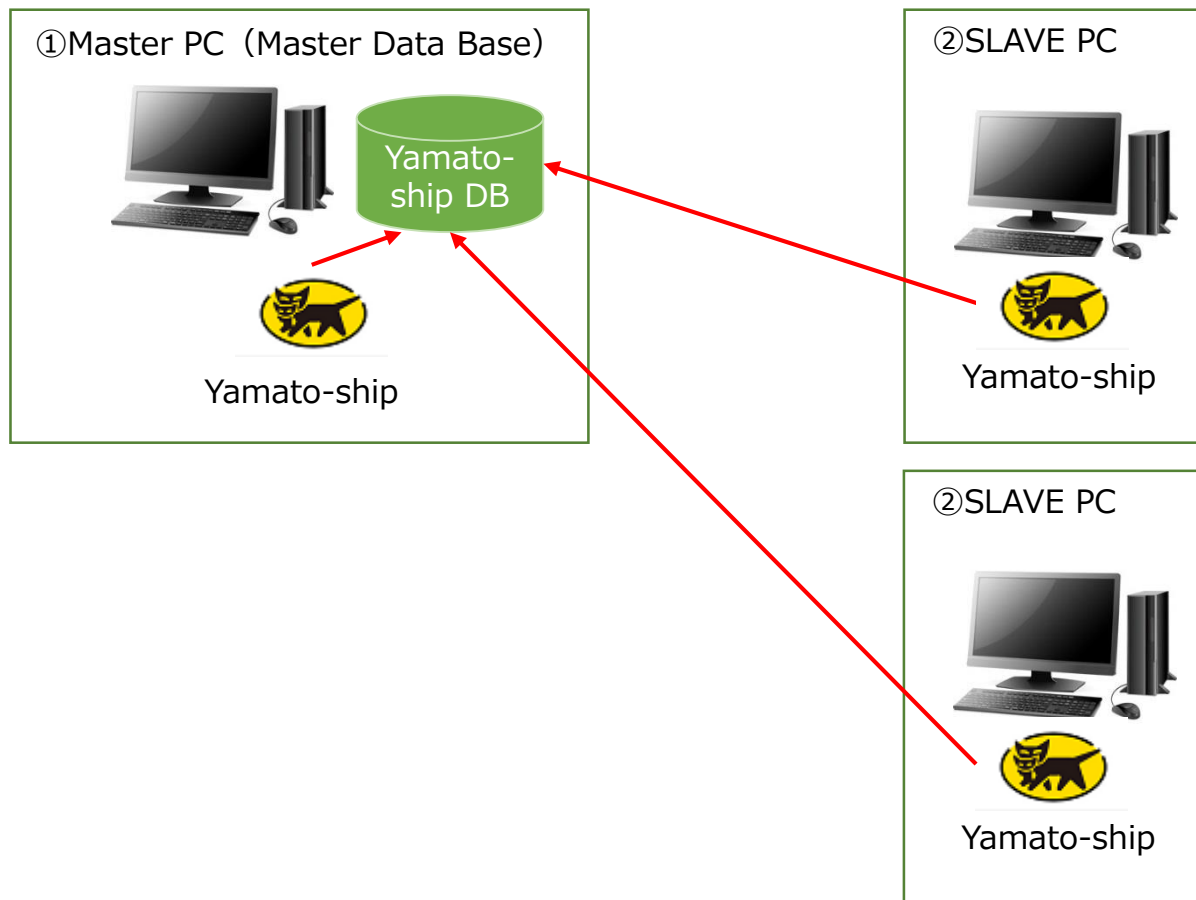
<SAVE>

Click save then overwrite data.

2-9-2. SYSTEM SETTING (MULTI USER SETTING)

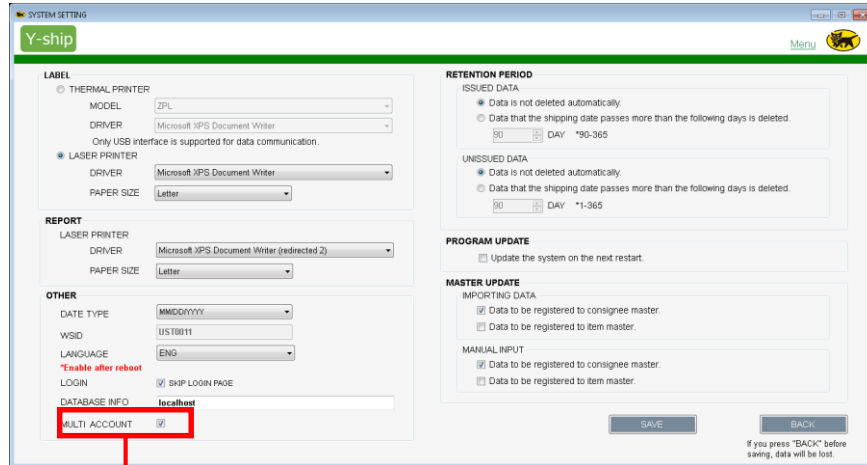
You may use MULTI PCs with one Master Data Base

<image>



2-9-2. SYSTEM SETTING (MULTI USER SETTING)

①MASTER PC (Master Data Base) SETTING



Click <SYSTEM SETTING> at Main Menu

<OTHER>

①check <MULTI ACCOUNT>

②Click <SAVE>

Black Screen comes up after click <SAVE> to setup

2-9-2. SYSTEM SETTING (MULTI USER SETTING)

②SLAVE PC SETTING

SYSTEM SETTING

Y-ship

LABEL

☐ THERMAL PRINTER

MODEL: ZPL

DRIVER: CutePDF Writer

Only USB interface is supported for data communication.

☒ LASER PRINTER

DRIVER: Dell C3760dn Color Laser PCL6

PAPER SIZE: Letter

REPORT

LASER PRINTER

DRIVER: Dell C3760dn Color Laser PCL6

PAPER SIZE: Letter

OTHER

DATE TYPE: MMCCYYYY

WSID: UST0010

LANGUAGE: ENG

*Enable after reboot

LOGIN: ☒ SKIP LOGIN PAGE

DATABASE INFO: NYWS220

☐ MULTI ACCOUNT

RETENTION PERIOD

ISSUED DATA

☒ Data is not deleted automatically.

☐ Data that the shipping date passes more than the following days is deleted.

90 DAY *90-365

UNISSUED DATA

☒ Data is not deleted automatically.

☐ Data that the shipping date passes more than the following days is deleted.

90 DAY *1-365

PROGRAM UPDATE

☐ Update the system on the next restart.

MASTER UPDATE

IMPORTING DATA

☐ Data to be registered to consignee master.

☐ Data to be registered to item master.

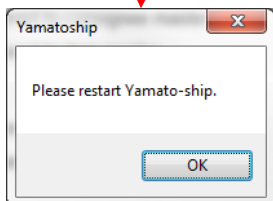
MANUAL INPUT

☐ Data to be registered to consignee master.

☐ Data to be registered to item master.

SAVE BACK

If you press "BACK" before saving, data will be lost.



Click <SYSTEM SETTING> at Main Menu

<OTHER>

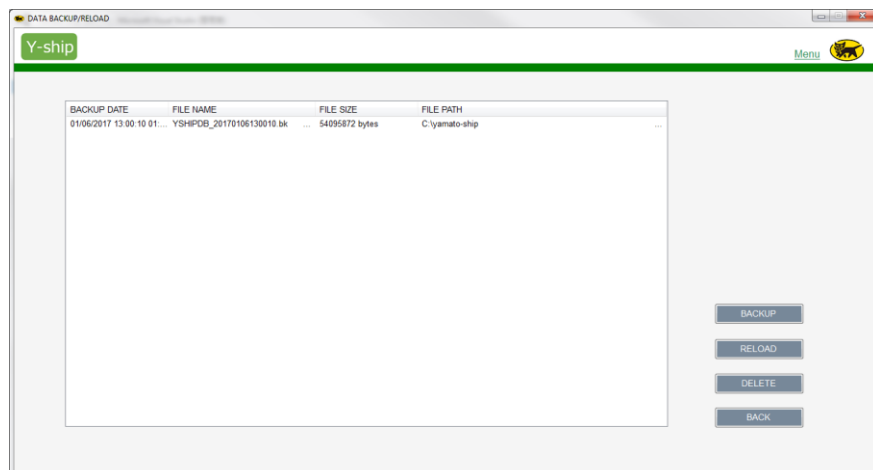
①Enter PC name or IP Address in DATABASE INFO
(e.g. NYPC01、192.169.10.190)

②Click <SAVE>

※DO NOT CHECK MULTI ACCOUNT for Slave PC

Click <SAVE> then Logout Y-SHIP
Please re-start Y-SHIP

2-10. DATABASE BACKUP/RECOVERLY



Click<BACKUP/RELOAD> at Main Menu
System doesn't do DATABASE BACKUP automatically
Please do manually in a timely manner

<BACKUP>

- Backup Data as of today
Database

Backup records showing on list

<RELOAD>

- Reload DB from Backup Data

<DELETE>

- DELETE Backup Data you pick

<BACK>

Click <BACK> then back to Main menu

【Important Notice】

If you want to move Y-SHIP to other PC, needs backup DATABASE and recover it in new PC

Also we, Yamato need reset WSID. Please contact nearest Yamato Office.

3. Q &A

(1) Can we use the same ID when we login to multiple PCs???

⇒ No. User ID(WSID) have to use individually.

Please look at 2-9-2 SYSTEM SETTING for multi user setting.

(2) I would like to add SHIPPER Account. How do I do???

⇒ Please contact Yamato sales rep.

(3) We have multiple Data Error when Data Import. Can we combine them and fix them???

⇒ No. You have to fix one by one.

(4) Shipping Data is individually However can we manage Consignee master???

⇒ Yes. Go to SYSTEM SETTING and them check MANUAL INPUT in MASTER UPDATE

(5) Can we use the Database from KTS???

⇒ No, you cannot. Sorry

(6) Can we use the Database from G2???

⇒ Yes. You can use Consignee Master and Item Master from G2

You can Output Masters from G2 then Import to Y-Ship Masters

(7) I need to modify data after Send Data. How do I do???

⇒ Please contact Yamato sales rep. You cannot modify the data after Send Data.

(8) Error message comes up using Yamato-ship.

⇒ Please send Y-SHIP Log File to Yamato sales rep.

Location of Y-Ship Log File : [Y-Ship Install Folder] ⇒ LOG Folder ⇒ *.log

(Text Log File : check latest date on file name)