

Document Handling

Ultimate Shipping Solutions

**ULTIMATE
SOFTWARE**

Key processes

Document management

Document generation

Trading certificates

Pre defined documents



Document management

Using Microsoft Dynamics AX™ standard document management feature it is possible to create documents and notes for each individual activity. It is also possible to attach received documents, files and pictures to a specific port call, booking, task or service in order to keep a complete electronic record of all exchanges on a given job.

Document generation

On basis of the recorded information about the task or booking, it is possible to generate a number of documents, e.g. Bill of Lading, manifest, stowage plan, booking advice, booking confirmation, statement of facts, loading/discharging lists, Waybills, etc. These documents are created on the basis of pre-defined Microsoft Word templates. Users can set up documents using bookmarks. Documents are saved with references to the actual task and therefore always easily accessible.

Trading certificates

When creating vessel or crane particulars easily attach copies of standard trading, safety and security certificates as files enabling easy reference and forwarding.

Pre defined documents

- Bill of Lading
- Manifest
- Statement of facts
- Stowage plan
- Booking advice
- Booking confirmation
- Loading/discharging lists
- Waybills

Feature Highlights

- A common document repository where documents are stored and linked
- Keep complete electronic files for any job
- Track and log documents
- Generate standard documents from templates
- Fast and easy access to recorded information
- Microsoft Office integration
- Drag and drop files, documents and e-mails from Windows Explorer and Microsoft Outlook into the Microsoft Dynamics AX™ document system

Ultimate Software B.V.

Maanlander 33, 3824 MN Amersfoort, The Netherlands

Tel. + 31 (0)88-4242424 Fax. + 31 (0)88-4242499

shipping@ultimatesoftware.nl www.ultimateshippingsolutions.com

 Microsoft Dynamics™