

Important Pre-Settings

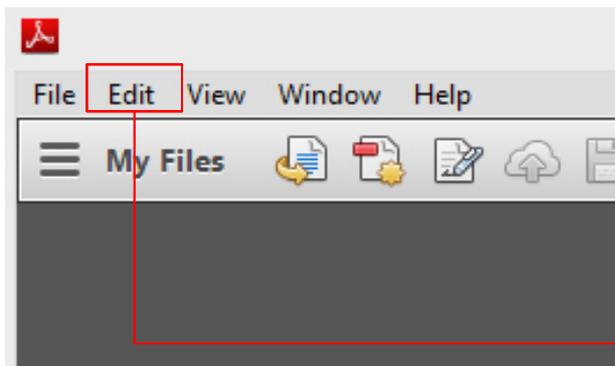
Content

Adobe Reader.....	2-3
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Please set following settings before using the Internet Portal
of Schmalz + Schön

Adobe Reader

Step 1 – Start, Edit

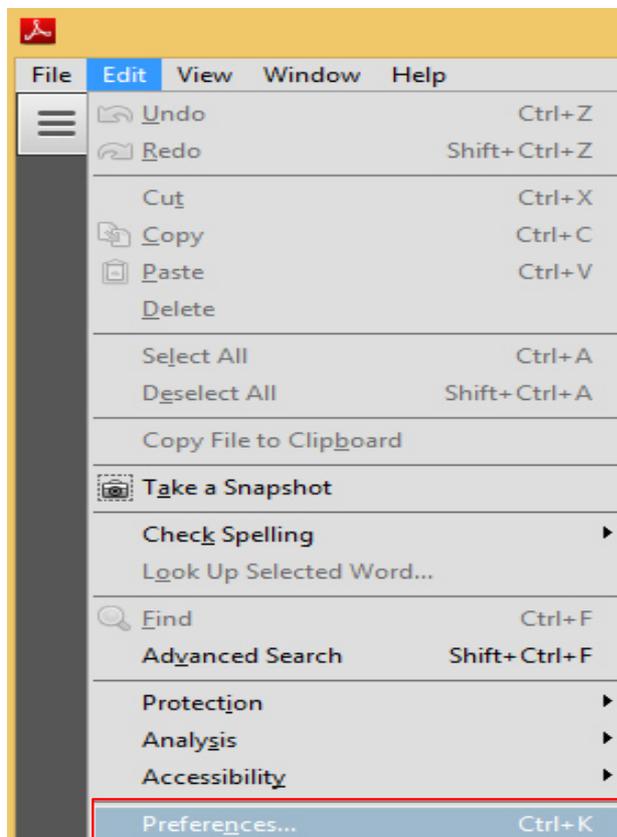


Please start the program
Adobe Reader.



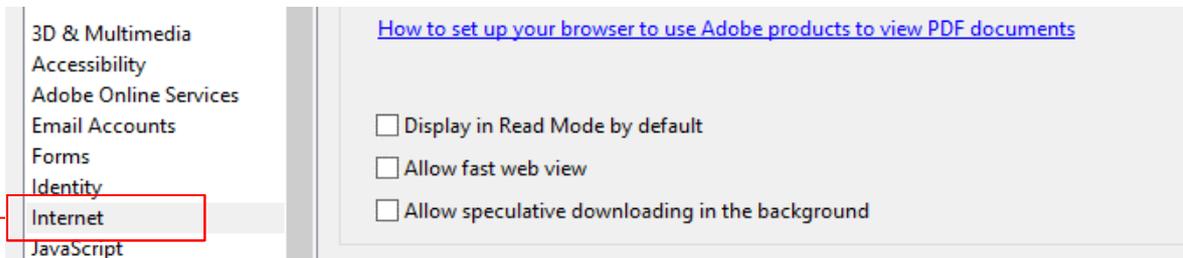
Click on „edit“ in the left upper corner.

Step 2 – Pre-Settings



Click at the button „Preferences“.

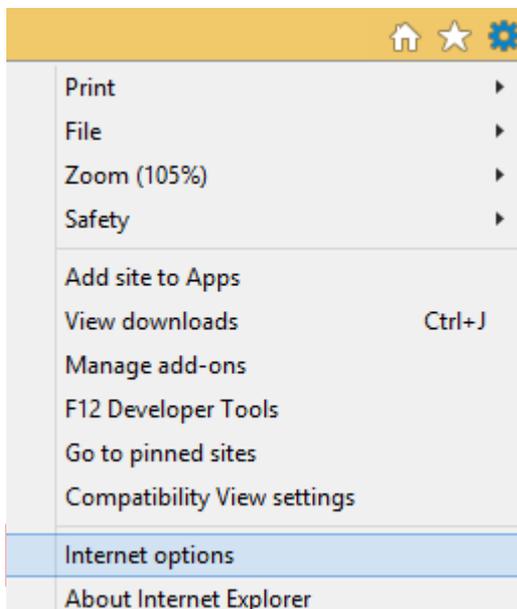
Schritt 3 – Internet



The three Boxes in the category Internet don't have to be checked.
If there are one or more boxes checked please uncheck them.
Save the Settings with a click on the button „OK“

Internet Explorer

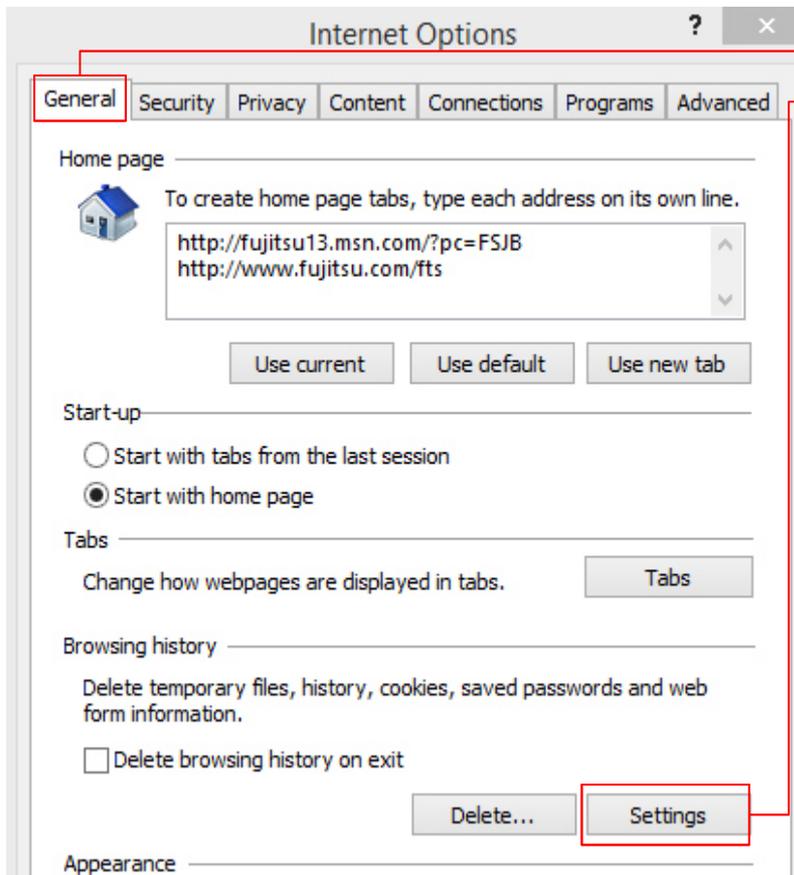
Step 1 – Start, Internet options



In the right upper corner you can find the symbol (gear-wheel) which is blue in the screenshot.
There you can find the button "Internet options". Please click it.
Alternative: Press the keys "Alt" to open a hidden taskbar at the top of Internet Explorer. Here you can find the area "Tools".

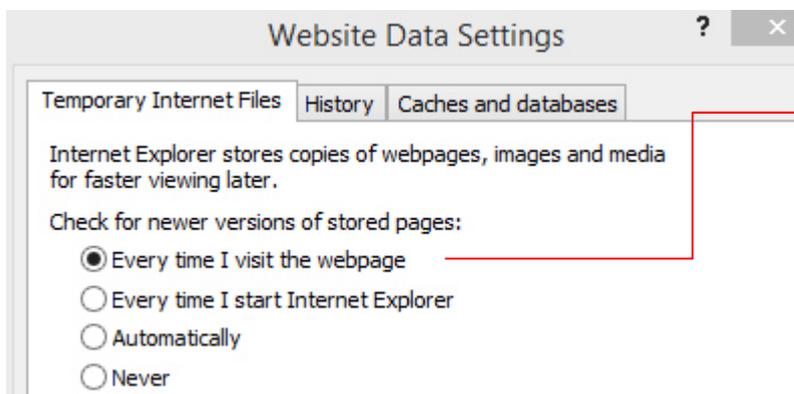


Step 2 – General, browsing history, settings



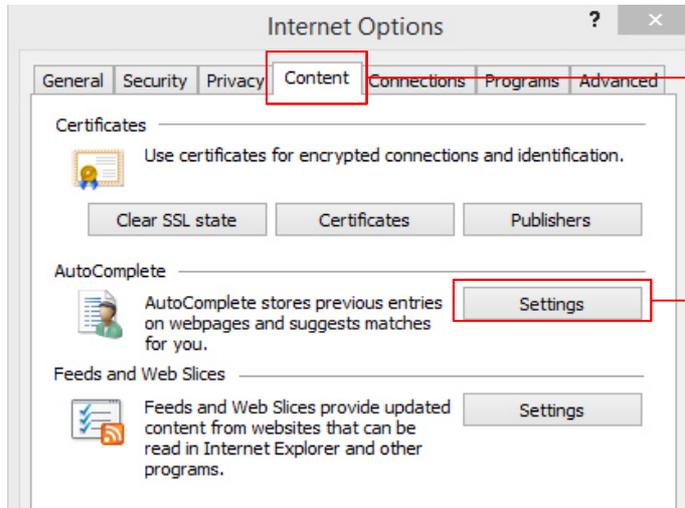
In the tab "General" you can find the area "Browsing history". Please click the button "Settings"

Step 3: Temporary Internet Files



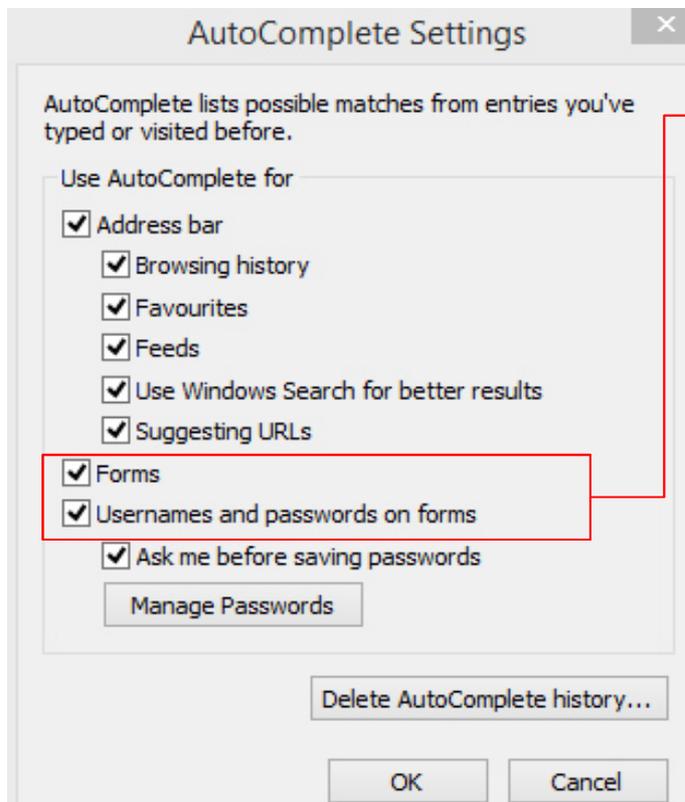
choose the Radio-Button "Every time I visit the webpage". Accept the new settings with the button "OK".

Step 4: AutoComplete



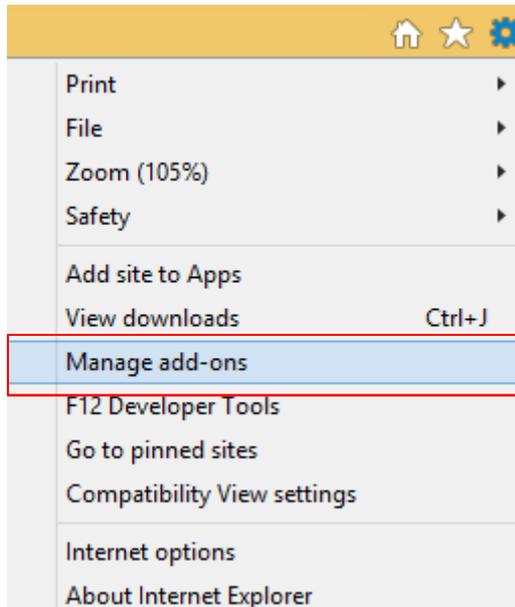
Click on the tab "Content"
In the area "AutoComplete"
you can find the button "Settings".
Click on settings.

Step 5: AutoComplete Settings



Check the boxes "forms" and
"Usernames and passwords on
forms".
Accept the changed settings with a
click on the button "OK".

Step 6: Add-Ons Settings

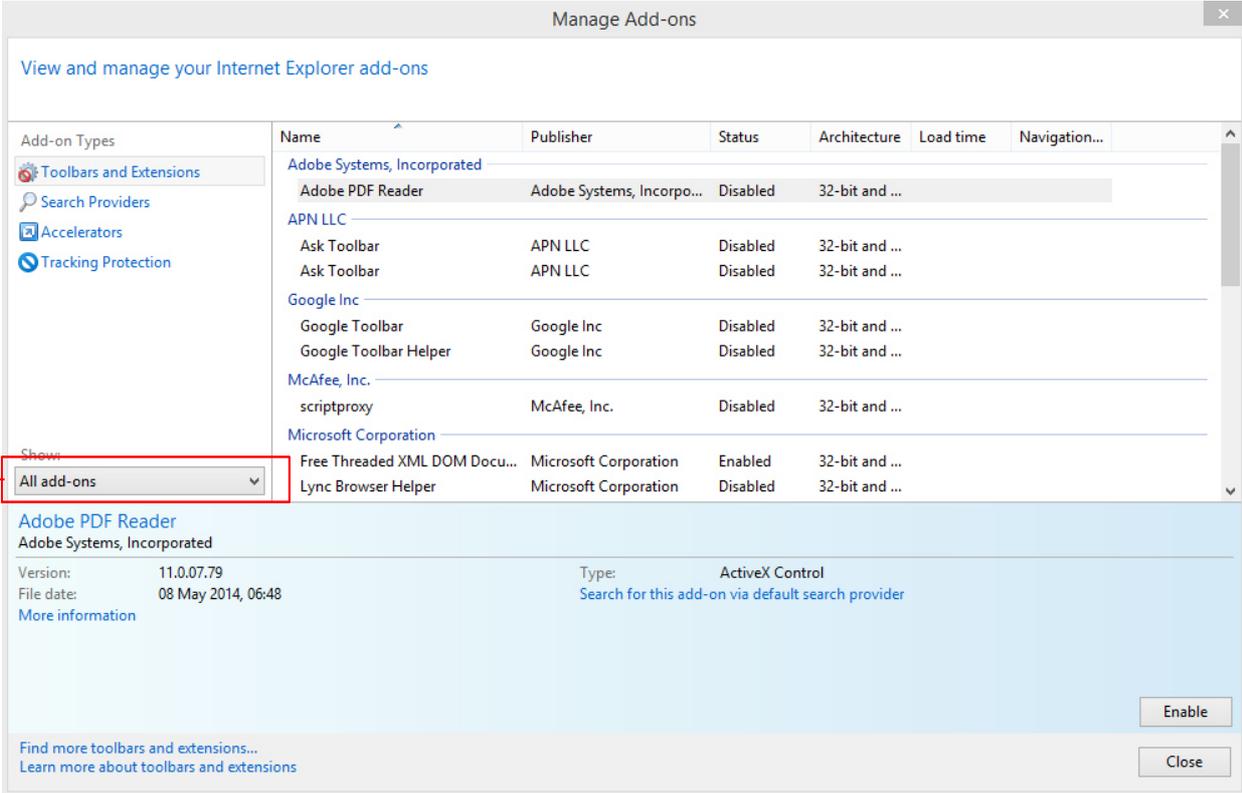


In the Internet Explorer in the right upper corner you have to click the symbol ([gear-wheel](#)) again. Choose the point "Manage add-ons"

Alternative: Press the keys "Alt" to open a hidden taskbar at the top of Internet Explorer. Here you can find the area "Tools".



Step 7: Disable Add-Ons “Adobe PDF Reader”



Add-on Types	Name	Publisher	Status	Architecture	Load time	Navigation...
Toolbars and Extensions	Adobe Systems, Incorporated					
Search Providers	Adobe PDF Reader	Adobe Systems, Inco...	Disabled	32-bit and ...		
Accelerators	APN LLC					
Tracking Protection	Ask Toolbar	APN LLC	Disabled	32-bit and ...		
	Ask Toolbar	APN LLC	Disabled	32-bit and ...		
	Google Inc					
	Google Toolbar	Google Inc	Disabled	32-bit and ...		
	Google Toolbar Helper	Google Inc	Disabled	32-bit and ...		
	McAfee, Inc.					
	scriptproxy	McAfee, Inc.	Disabled	32-bit and ...		
	Microsoft Corporation					
	Free Threaded XML DOM Docu...	Microsoft Corporation	Enabled	32-bit and ...		
	Lync Browser Helper	Microsoft Corporation	Disabled	32-bit and ...		

Adobe PDF Reader
Adobe Systems, Incorporated
Version: 11.0.07.79 Type: ActiveX Control
File date: 08 May 2014, 06:48 Search for this add-on via default search provider
More information

Find more toolbars and extensions...
Learn more about toolbars and extensions

Enable Close

Search for “All add-ons”.

Choose the add-on “Adobe PDF Reader” and disable it with the button “Disable” in the right lower corner.

Accept the Changes with a click on “Close”

Capture a Shipment WebPoint

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Home Transport Tracking Warehouse Project Admin Info



Transport

Selection of saved Shipments

1 Shipments / 1 Collo
Total weight 1,200.00 kg
Loadingmeter 1.40 ldm
Volume 0.00 cbm

Shipment status: not assigned
Order date from:
Sort by: Shipping No. References

All	Shipping No. References	Service + Terms	Transport details	Pick up address	Delivery address	Last Status			
<input type="checkbox"/>	IN2151801 test	PV Service 06 Oct 14 07:00-16:00 16 Oct 14 07:00-16:00	1 Collo 1,200.00 kg 1.4 ldm / 0.000 cbm	Testsendung Mustersr. 11 DE 79999 Musterstadt	Testname1 Teststraße 1 DE 12345 Testort	angelegt 06 Oct 2014 09:29	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Here you can see all shipments with the above entered options.

Here you can set the criteria to select shipments. If you like to search for a reference, you can also use wildcards like “%” or “*”

Klick this button to capture a new shipment.

Here you can print different documents to the shipment. First you have to mark the shipment. Then you can choose which kind of document you want to print.

First select all shipments you want to assign, then klick the button to print the shipping documents and place the order to SCHMAL+SCHÖN. See also last page.

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Home Transport Tracking Warehouse Project Admin Info  

Transport

Pick up address

<p>Id <input type="text" value="Testkunde"/>    </p> <p>Name <input type="text" value="Testkunde"/> <input type="text" value="Karl Schneider"/> <input type="text" value="geänderte Anschrift"/></p> <p>Street <input type="text" value="Klingenberg 9-10"/></p> <p>District <input type="text" value="neuer Teilort"/></p> <p>Postcode/City <input type="text" value="71332"/> <input type="text" value="Waiblingen"/></p> <p>Country <input type="text" value="Deutschland"/> <input type="text" value="DE"/></p> <p>Pick up notes <input type="text"/></p>	<p>Contact person <input type="text" value="Testkunde"/></p> <p>Phone <input type="text" value="0711 57567-0"/></p> <p>Fax <input type="text"/></p> <p>Email <input type="text" value="service@schmalz-schoen.de"/></p> <p>Alt. shipping address <input type="text" value="Testkunde"/> <input type="text" value="Karl Schneider"/>  </p> <p><input type="checkbox"/> Neutral shipper <input type="text"/></p>
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Delivery address

<p>Id <input type="text"/>    </p> <p>Name <input type="text"/> <input type="text"/> <input type="text"/></p> <p>Street <input type="text"/></p> <p>District <input type="text"/></p> <p>Postcode/City <input type="text"/> <input type="text"/></p> <p>Country <input type="text" value="Deutschland"/> <input type="text" value="DE"/></p> <p>Delivery notes <input type="text"/></p>	<p>Contact person <input type="text"/>   </p> <p>Phone <input type="text"/></p> <p>Fax <input type="text"/></p> <p>Email <input type="text"/></p> <p>Alt. delivery address <input type="text"/>  </p>
--	---

[Next](#)

 **Button „loupe“:**
with the loupe you can search for existing adress. The search keys are defined through the fields below. Details at the next page

 **Button „broom“:**
with the broom you delete the entries in the fields below.

 **Button „save“:**
if you have already searched for a adress you overwrite this adress with the new entries in the fields below.

 **Button „save all“:**
You create a new adress with the information in the fields below.

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Home Transport Tracking Warehouse Project Admin Info  

Transport

Address Id	Address		
70FETEST02	Testkunde für Benutzer angelegt Test 1 DE 70736 Fellbach	X	
70FETEST03	Testkunde teststrasse DE 70736 Fellbach	X	
71KETEST01	Testempfänger Teststrasse DE 71394 Kernen	X	
71WATEST01	Testkunde Hölderlinstr 1 DE 71336 Waiblingen	X	
71WATEST05 test1	Testkunde Karl Schneider Klingenberg 9 DE 71332 Waiblingen	X	
73HOTEST01	testkunde ringst DE 73269 hochdorf	X	
ATWITEST01	Test Test 1 AT 1234 Wien	X	
Testkunde Testkunde	Testkunde Karl Schneider geänderte Anschrift Klingenberg 9-10 DE 71332 Waiblingen	X	

Cancel + back

Next

List of already existing addresses.

Klick on x to delete the adress. Depending on your user rights addresses can possibly not be deleted, modified or created.

With the „loup“ you choose the adress.

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Home Transport Tracking Warehouse Project Admin Info



Transport

Type of Service

Type of service

Pick up date

Self-delivery to HUB

Pick up date

Pick up time (from) : (HH:MM)

Pick up time (to) : (HH:MM)

October 2014						
Su	Mo	Tu	We	Th	Fr	Sa
28	29	30	1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	1
2	3	4	5	6	7	8

Here you can choose the type of service.

Here you can choose the pick-up date.
If you choosed certain types of service you can also choose the delivery date.



Transport

Transport details

Forwarder: SCHMALZ+SCHÖN TEST Self-assure freight (SLVS) Freight payer
 Freight terms: DDU (Incoterms 2000)
 Value of goods: 0.00 €
 Cash on delivery: 0.00 €
 Freight payer: Testkunde
 Karl Schneider
 geänderte Anschrift
 Klingenberg 9-10
 DE 71332 Waiblingen

Customer references

Customer references: 14014644
 Cost center:
 Delivery note:

Notes

Note 1:
 Note 2:

Additional returnable load carriers for cargo securing

Number of euro pallets: 0
 Number of pallet cages: 0
 Please enter only additional loading equipment, which are needed for securing the load.

Notes for transport

Information:
 Add:

Transport instruction	Information	
Hebebühne erforderlich!		X

Specify customer references and comments to the shipment.

Depending on the pick up place you may have to select the responsible carrier.
 The freight terms regulate the freight payer and risk of transportation.

The value of goods is required for transport operations in third countries.

Optionally, a COD amount can specified to be collected by the recipient.

Based on the collected addresses and freight terms the freight payer is calculated. Optionally, a third freight payer can be specified.

Optional you can specify instructions for transport. Already specified notes you can see on the right side in the table.

Here additional loading equipment can be acquired for securing the load. The transport unit (NVE) is detected in the next step.

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Home Transport Tracking Warehouse Project Admin Info



Transport

Line items

Number of packages stackable packing pices

Contents

Packing

Marking

Length, breadth, hight

Gross weight

1	Collo	
Weight	444.00	kg
Loadingmeter	0.00	ldm
Volume	0.21	cbm

Packages	Stackable	Hazardous goods	Packing	Contens	Marking	Weight	Dimensions	ldm	cbm		
1	J	N	ROW	Leergut	test	444.00 kg	0.65 x 0.65 x 0.50 m	0.00	0.21		

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View of all already added positions. Delete the psosition with a click on the red x. With the edit symbol you can change the informations of the position.

With the number of packages you can also add packages with the same dimensions. In this case, the total weight of the position must be specified.

You can save recurring packaging. Click the save button to add contents, lenght, breath, high and weight to a list, where you can select for next shipments.

With the red x you can delete contents from the list.

WebPoint

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Home Transport Tracking Warehouse Project Partner Admin Info  

Transport

Line items

Number of packages stackable packing pices

Contents  

Packing

Marking

Length, breadth, height

Gross weight

1 Collo
Weight 500.00 kg
Loadingmeter 0.60 ldm
Volume 0.00 cbm

Packages Number (NVE)	Identification	
1	00340396020023265829	

Displays the packages of the current position. With the red x to the right of the Package number, the package can be deleted. The number of packages is redetermined.

New packages can be added with a new position.

To delete packages, click the red x.

New packages can be added with a new position.

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Home Transport Tracking Warehouse Project Admin Info  

Transport

Summary

Pick up address	<input type="text" value="Testkunde"/> <input type="text" value="Karl Schneider"/> <input type="text" value="geänderte Anschrift"/> <input type="text" value="Klingenberg 9-10"/> <input type="text" value="DE 71332 Waiblingen"/>	Contact person	<input type="text" value="Testkunde"/>
		Phone	<input type="text" value="0711 57567-0"/>
		Fax	<input type="text"/>
		Email	<input type="text" value="service@schmalz-schoen.de"/>
Delivery address	<input type="text" value="Testkunde"/> <input type="text" value="Hölderlinstr 1"/> <input type="text" value="DE 71336 Waiblingen"/>	Contact person	<input type="text"/>
		Phone	<input type="text"/>
		Fax	<input type="text"/>
		Email	<input type="text"/>
Service	<input type="text" value="ST"/> <input type="text" value="Standard"/>	Freight payer	<input type="text" value="Testkunde"/> <input type="text" value="Karl Schneider"/> <input type="text" value="geänderte Anschrift"/> <input type="text" value="Klingenberg 9-10"/>
Pick up date	<input type="text" value="06 Oct 2014, 07:00 - 16:00"/>	Neutral Shipper	<input type="text"/>
Delivery date	<input type="text"/>		
Customer references	<input type="text" value="test"/>		
Number of packages	<input type="text" value="1"/>		
Gross Weight	<input type="text" value="444.00 kg"/>		
Freight Volume	<input type="text" value="0.00 ldm"/> <input type="text" value="0.21 cbm"/>		

Place shipment immediately

Here you get a overview about the information you captured.

If you check the checkbox „Place shipment immediately“ the shipment will bi assigned with a click on „Finish“.
 If you click on „Finish“ without checked, you can change your capture later and SCHMALZ+SCHÖN will receive the order after a seperate assignment later.

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Transport

Selection of saved Shipments

Transport order entry

1 Shipments / 1 Collo
Total weight 1,200.00 kg
Loadingmeter 1.40 ldm
Volume 0.00 cbm

Shipment status not assigned

Order date from

Sort by Shipping No. References

<input type="checkbox"/> All	Shipping No. References	Service + Terms	Transport details	Pick up address	Delivery address	Last Status			
<input type="checkbox"/>	IN2151801 test	PV Service 06 Oct 14 07:00-16:00 16 Oct 14 07:00-16:00	1 Collo 1,200.00 kg 1.4 ldm / 0.000 cbm	Testsendung Mustersr. 11 DE 79999 Musterstadt	Testname1 Teststraße 1 DE 12345 Testort	angelegt 06 Oct 2014 09:29			

To appoint one or several shipments to be assigned to SCHMALZ+SCHÖN, first mark the checkbox at the beginning of the line.

Next you have to click the button „finish shipments“

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Home Transport Tracking Warehouse Project Partner Admin Info  

Transport

Instruct selected transport requests

Please first create the shipping documents and check the shipment data.
After you finished, shipment data can not be changed.

2 Shipments / 2 Collo
Weight 400.00 kg
Loadingmeter 0.00 ldm
Volume 1.92 cbm

1. Print Shipping Label
2. Print Truck Waybill
3. Print Loading-List
4. Finish shipments

IMPORTANT: In order to commission the subsequent shipments,
please click on the button "Order now"

Shipping No. References	Forwarder	Service + Terms	Transport details	Pick up address	Delivery address	Creation date
IN2507923 14014644	71WAAXSY00	ST Service 29 May 15 07:00-16:00 31 Dec 99 23:59-23:59	1Collo 200.00kg 0.0ldm / 0.960cbm	Testkunde Klingenberg 9-10 DE 71332 Waiblingen	Songmics Int. GmbH Bahnstr. 23 DE 42327 Wuppertal	29 May 2015 14:55
IN2507924 14014650	71WAAXSY00	ST Service 29 May 15 07:00-16:00 31 Dec 99 23:59-23:59	1Collo 200.00kg 0.0ldm / 0.960cbm	Testkunde Klingenberg 9-10 DE 71332 Waiblingen	PR Handel und Service UG Ahornring 79b DE 15749 Mittenwalde	29 May 2015 14:55

Here you can print different documents to the shipment.
With the first button you can print labels for each package from the shipment.
The second button prints the truck waybill of the shipment.
At the third button you can print the cargo list of the shipments.

Klick this button after you have printed the shipping documents, to assign the shipments to SCHMALZ+SCHÖN.

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Home Transport Tracking Warehouse Project Admin Info



Transport

Selection of saved Shipments

New shipment

Transport order entry

1 Shipments / 1 Collo
Total weight 1,253.50 kg
Loadingmeter 0.50 ldm
Volume 0.00 cbm

Shipment status assigned

Order date from 06 Oct 2014

Sort by Shipping No. References

Shipping Label A6 Print

Control-List Print

All	Shipping No. References	Service + Terms	Transport details	Pick up address	Delivery address	Last Status			
<input type="checkbox"/>	IN2126268 4711	PV Service 18 Sep 14 07:00-16:00 19 Sep 14 07:00-16:00	1 Collo 1,253.50 kg 0.5 ldm / 0.000 cbm	SCHMALZ+SCHÖN Logistics GmbH Ringstrasse 39-41 DE 70736 Fellbach	SCHMALZ+SCHÖN Logistics GmbH An der Tesse 5-6 DE 07629 St. Gangloff	beauftragt 06 Oct 2014 09:28			

Mark the shipment for which you want to reprint the shipping documents.

To reprint shipping documents for assigned shipments, first select the shipment status "assigned". If necessary, you still need to change the order date.

With those print buttons you can print the shipping document, which is selected in the dropdown box.

Tracking + Trace

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Tracking

Filter selection shipments

Items / Pieces	1 / 1	Order date from	03 Jul 2014	↔	<input type="checkbox"/> incl. Archive data	<input type="button" value="Search"/>
Gross Weight	55.00 kg	Shipment status	assigned			
Loading meter	0.00 ldm	Sort by	Shipping No.			
Volume	0.11 cbm					

Shipping No. References	Service + Terms	Transport details	Pick up address	Delivery address	Last status	
IN2012679 Test	ST Service 03 Jul 2014 16:00 31 Dec 2999 00:00	1 Collo 55.00 kg 0.0 ldm / 0.110 cbm	Testkunde Klingenberg 9-10 DE 71332 Waiblingen	SCHMALZ+SCHÖN Logistics GmbH Ringstrasse 39-41 DE 70736 Fellbach	beauftragt 03 Jul 2014 14:16	

Here you can see the shipments which are assigned.

Here you can see details of all assigned shipments.

Here you can search for certain shipments which equals your searching-criteria.

Here you can set your searching-criteria.

Tracking

Events

Shipping No. Back

Customer references

Type of service Landverkehr Standard

Delivery address

Last status

Timestamp	Description
03 Jul 2014 14:16	Sendung IN2012679 wurde von TestKunde (1212) am 03 Jul 2014 14:16 beauftragt"

Here you can finde the shipping-events to your shipment. In the example we just have the event „assigned from“.

- Shipment arrived in Hall-entrance
- Shipment left the hall
- Delivery-Event

Shows details to the shipment you had selected.

Datasheet for SCHMALZ+SCHÖN Logistic-Portal

Data filled in by Customer/Supplier

1. Company Data for registration in the SCHMALZ+SCHÖN Logistic-Portal

company name			
street + house number			
country			
postal code			
city			

2. Persons, who need a system authorisation

	person 1	person 2	person 3	person 4
first name				
family name				
phone				
fax				
email				

3. Transmission of system authorisations

	person 1	person 2	person 3	person 4
via email to (please mark)				

4. System language

	person 1	person 2	person 3	person 4
available: english, german (please fill in preferred language)	english			

4. Affirmation of technical requirements (please mark)

all authorized persons have internet access		
a standard laser printer is available		

Data filled in by SCHMALZ+SCHÖN Logistic-Group

Portalgebundener Zugang?	
Portal von Kunde...	
allg. Zugang?	
Matchcode FlowStore	
Datum Weiterleitung an axsysNet AG	

required field
optional field

SHIPPINGORDER / COLLECTIONORDER / EXPRESSORDER / PARCELSERVICE

Consignee:

Please checkmark applicable options:

Express next day: **Cash on delivery:**
 Express until 10 o'clock: **Parcel service**
 Express until 12 o'clock:

Forwarder:

Comment:

Appoint.:

Number	Quantity	Packaging	Content	Gross-Weight

TOTAL:

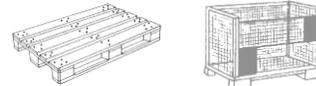
Hazardous goods (Y/N):

Incoterm

Dimensions

_____ x _____ x _____ m
 _____ x _____ x _____ m
 _____ x _____ x _____ m
 _____ x _____ x _____ m
TOTAL: _____

Europalett	swapped	not swapped
Box	swapped	not swapped



Merchandise value (for Transportation Insurance):

3rd recip. of invoice:

Cover Up Insurance Yes No

Consignment received in
good condition

Name in block letters

Signature:

SCHMALZ+SCHÖN Logistics GmbH Region Stuttgart | Ringstraße 39-41 | D-70736 Fellbach

Telefon: +49 711 57567-0
Telefax: +49 711 57567-269 | 249 | 258
Internet: www.schmalz-schoen.com
E-Mail: stuttgart@schmalz-schoen.de

Ust-IdNr: DE 223 096 340
Gerichtsstand: Waiblingen

Geschäftsführer: Thomas Brettschneider
Handelsregister: Amtsgericht Stuttgart HRB 264569
Hauptsitz der Gesellschaft und Erfüllungsort: D-70736 Fellbach, Ringstraße 39-41

Bankverbindungen: Commerzbank, Stuttgart
BW Bank, Stuttgart
Stuttgarter Volksbank, Stuttgart

IBAN: DE49 6004 0071 0722 1559 00
BIC: COBADEFFXXX
IBAN: DE60 6005 0101 0004 5243 17
BIC: SOLADEST600
IBAN: DE97 6009 0100 0340 8350 01
BIC: VOBAD333



Wir arbeiten ausschließlich auf Grundlage der Allgemeinen Deutschen Spediteurbedingungen 2017 – ADSp 2017 – und – soweit diese für die Erbringung logistischer Leistungen nicht gelten – nach dem Logistik-AGB, Stand März 2006, mit der Maßgabe, dass als Gerichtsstand Waiblingen vereinbart ist. Hinweis: Die ADSp 2017 weichen in Ziffer 23 hinsichtlich des Haftungshöchstbetrages für Güterschäden (§ 413 HGB) vom Gesetz ab, indem sie die Haftung bei multimodalen Transporten unter Einschluss einer Seebeförderung und bei unbekanntem Schadenort auf 2 SZR/kg und im Übrigen die Regelhaftung von 8,33 SZR/kg zusätzlich auf 1,25 Millionen Euro je Schadenfall sowie 2,5 Millionen Euro je Schadenereignis, mindestens aber 2 SZR/kg, beschränken. Für Schwerguttransporte gilt die BSK, jeweils neueste Fassung, als vereinbart. Die Datenschutzklausel ist auf unserer Homepage abrufbar. Die ADSp 2017 können auf www.schunck.de eingesehen und heruntergeladen werden.