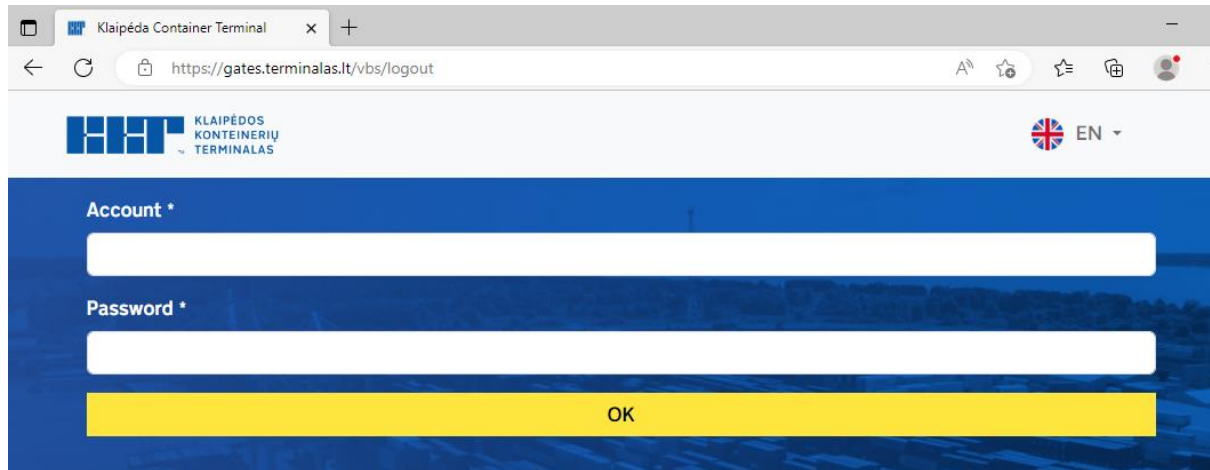


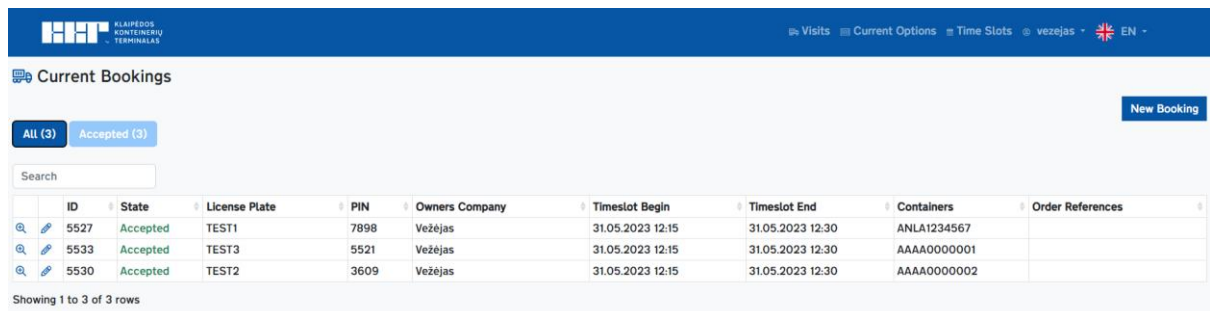
User Manual

Click on this link:

<https://gates.terminalas.lt>



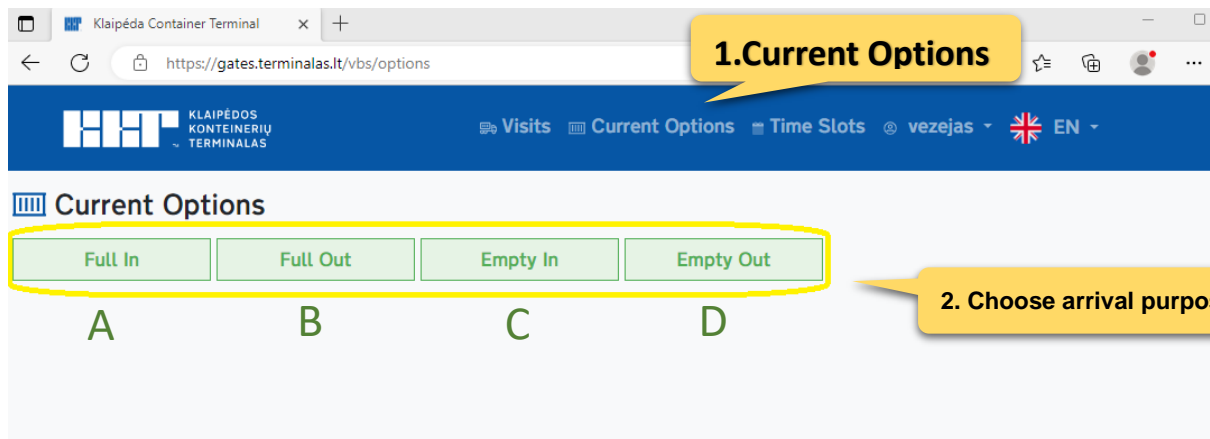
When you sign in, you see on the screen:



Workflow in the system

1. Creating a task, order for a cargo (container):

First select <Current Options>, select the destination of the vehicle arrival at the terminal.



Identification – container number

Order Reference *– order number or code assigned to the account

*- Must be filled

A

Full In

The screenshot shows the 'Create/Modify a Task' form for a 'Full In' operation. The form has a blue header with the logo and navigation links. Below the header, the title 'Create/Modify a Task' is followed by a section 'Identification *' which contains a single text input field. At the bottom of the form are two buttons: 'OK' and 'Cancel'.

B

Full Out

The screenshot shows the 'Create/Modify a Task' form for a 'Full Out' operation. The form has a blue header with the logo and navigation links. Below the header, the title 'Create/Modify a Task' is followed by a section 'Identification *' which contains a single text input field. At the bottom of the form are two buttons: 'OK' and 'Cancel'.

C

Empty In

The screenshot shows the 'Create/Modify a Task' form for an 'Empty In' operation. The form has a blue header with the logo and navigation links. Below the header, the title 'Create/Modify a Task' is followed by a section 'Identification *' which contains a single text input field. At the bottom of the form are two buttons: 'OK' and 'Cancel'.

D

Empty Out

The screenshot shows the 'Create/Modify a Task' form for an 'Empty Out' operation. The form has a blue header with the logo and navigation links. Below the header, the title 'Create/Modify a Task' is followed by two sections: 'Identification' and 'Order Reference *'. Each section contains a text input field. At the bottom of the form are two buttons: 'OK' and 'Cancel'.

2. Vehicle registration:

1. Visits

Visits | Current Options | Time Slots | vezejas | EN

Current Bookings

All (4) | Created (1) | Accepted (3) | **New Booking**

Search

ID	State	License Plate	PIN	Owners Company	Timeslot Begin	Timeslot End	Containers	Order References
5527	Accepted	TEST1	7898	Vežėjas	31.05.2023 12:15	31.05.2023 12:30	ANLA1234567	

2. New Booking

Booking Details

Drivers Phone

3. Write the phone number

Enter phone in international format to secure SMS communication from system e.g. +123 123456.

License Plate *

4. Write vehicle license plate

Send SMS

5. Mark

OK | Cancel

6. Confirm

3. Combining the vehicle and the task:

Next step, when the vehicle needs to be assigned a task.

Visits | Current Options | Time Slots | vezejas | EN

Add Tasks

Search

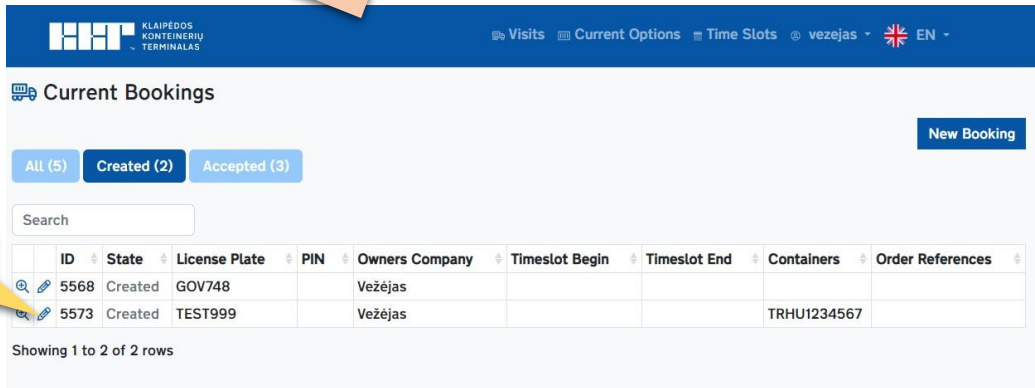
ID	Direction	Full	Identification	Order Reference	Type	Shipping Line
<input checked="" type="checkbox"/> 5572	In	Yes	TRHU1234567			

1. Mark

OK | Cancel

2. Confirm

NOTE: The task assigned to the vehicle can be made by adjusting the entered "Current reservation" of the vehicle



Visits | Current Options | Time Slots | vezejas | EN

Current Bookings

[New Booking](#)

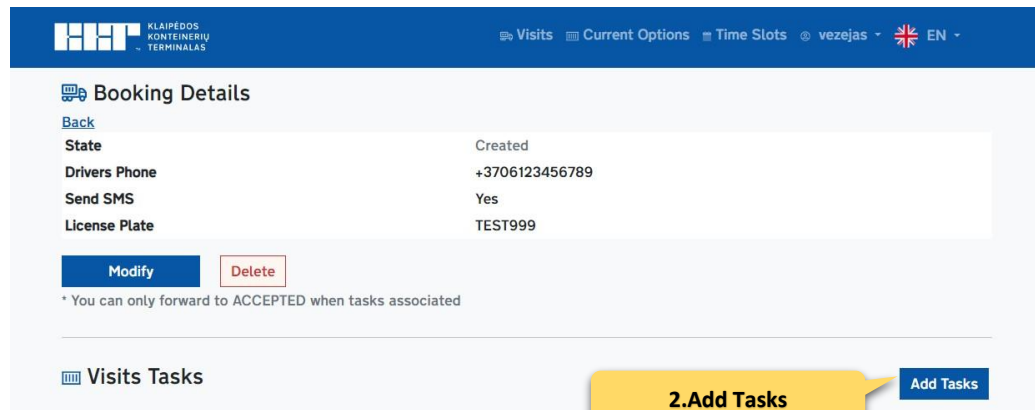
ALL (5) | Created (2) | Accepted (3)

Search

ID	State	License Plate	PIN	Owners Company	Timeslot Begin	Timeslot End	Containers	Order References
5568	Created	GOV748		Vežėjas				
5573	Created	TEST999		Vežėjas			TRHU1234567	

Showing 1 to 2 of 2 rows

1.Edit



Visits | Current Options | Time Slots | vezejas | EN

Booking Details

[Back](#)

State: Created

Drivers Phone: +3706123456789

Send SMS: Yes

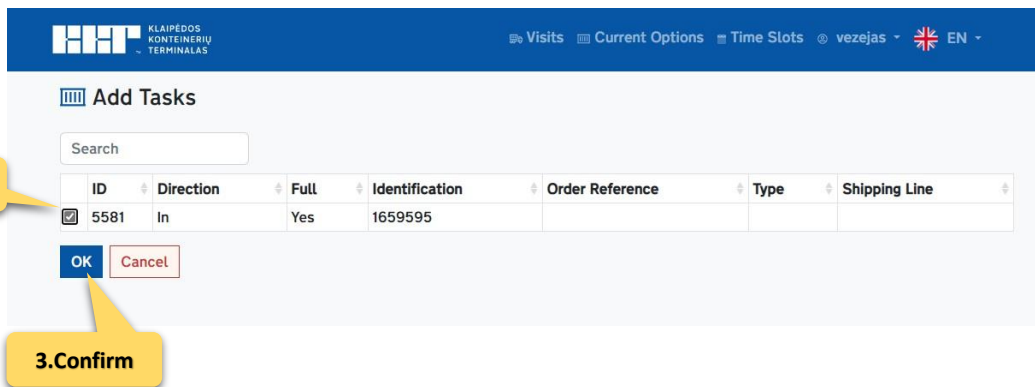
License Plate: TEST999

[Modify](#) [Delete](#)

* You can only forward to ACCEPTED when tasks associated

Visits Tasks [Add Tasks](#)

2.Add Tasks



Visits | Current Options | Time Slots | vezejas | EN

Add Tasks

Search

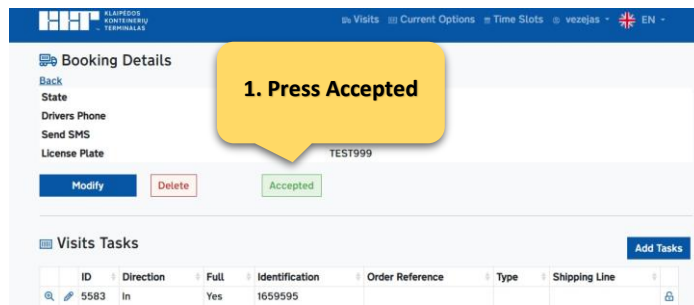
ID	Direction	Full	Identification	Order Reference	Type	Shipping Line
<input checked="" type="checkbox"/> 5581	In	Yes	1659595			

[OK](#) [Cancel](#)

3.Mark

3.Confirm

4. Book the arrival time for the vehicle:



1. Press Accepted

Booking Details

Back

State

Drivers Phone

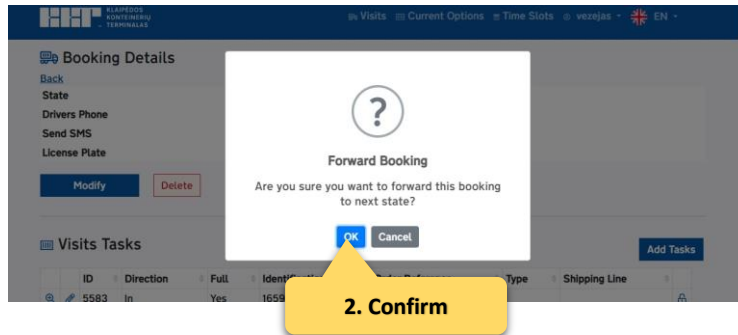
Send SMS

License Plate TEST999

Modify Delete Accepted

Visits Tasks Add Tasks

ID	Direction	Full	Identification	Order Reference	Type	Shipping Line
5583	In	Yes	1659595			



2. Confirm

Booking Details

Back

State

Drivers Phone

Send SMS

License Plate

Modify Delete

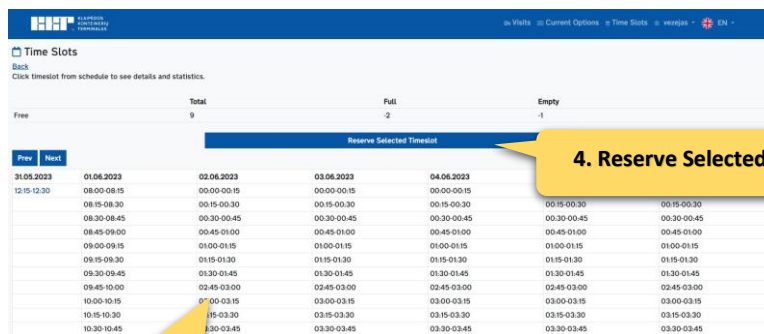
Visits Tasks Add Tasks

Forward Booking

Are you sure you want to forward this booking to next state?

OK Cancel

ID	Direction	Full	Identification	Order Reference	Type	Shipping Line
5583	In	Yes	1659595			



4. Reserve Selected Timeslot

Time Slots

Back

Click timeslot from schedule to see details and statistics.

Free Total Full Empty

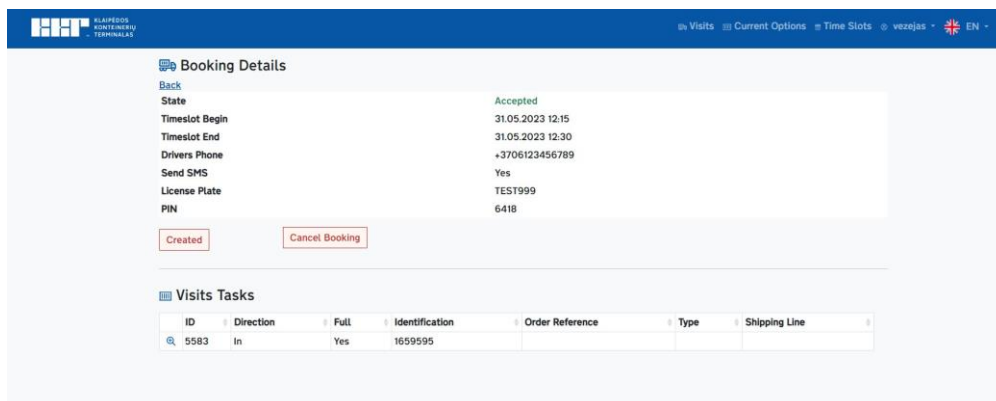
9 -2 -1

Reserve Selected Timeslot

Prev	Next	01.06.2023	02.06.2023	03.06.2023	04.06.2023		
31.05.2023	01.06.2023	02.06.2023	03.06.2023	04.06.2023			
12:15-12:30	08:00-08:15	00:00-00:15	00:00-00:15	00:00-00:15			
	08:15-08:30	00:15-00:30	00:15-00:30	00:15-00:30	00:15-00:30	00:15-00:30	00:15-00:30
	08:30-08:45	00:30-00:45	00:30-00:45	00:30-00:45	00:30-00:45	00:30-00:45	00:30-00:45
	08:45-09:00	00:45-01:00	00:45-01:00	00:45-01:00	00:45-01:00	00:45-01:00	00:45-01:00
	09:00-09:15	01:00-01:15	01:00-01:15	01:00-01:15	01:00-01:15	01:00-01:15	01:00-01:15
	09:15-09:30	01:15-01:30	01:15-01:30	01:15-01:30	01:15-01:30	01:15-01:30	01:15-01:30
	09:30-09:45	01:30-01:45	01:30-01:45	01:30-01:45	01:30-01:45	01:30-01:45	01:30-01:45
	09:45-10:00	02:45-03:00	02:45-03:00	02:45-03:00	02:45-03:00	02:45-03:00	02:45-03:00
	10:00-10:15	03:00-03:15	03:00-03:15	03:00-03:15	03:00-03:15	03:00-03:15	03:00-03:15
	10:15-10:30	03:15-03:30	03:15-03:30	03:15-03:30	03:15-03:30	03:15-03:30	03:15-03:30
	10:30-10:45	03:30-03:45	03:30-03:45	03:30-03:45	03:30-03:45	03:30-03:45	03:30-03:45

3. Mark the correct arrival time

A properly made reservation must look like



Booking Details

Back

State Accepted

Timeslot Begin 31.05.2023 12:15

Timeslot End 31.05.2023 12:30

Drivers Phone +3706123456789

Send SMS Yes

License Plate TEST999

PIN 6418

Created Cancel Booking

Visits Tasks Add Tasks

ID	Direction	Full	Identification	Order Reference	Type	Shipping Line
5583	In	Yes	1659595			

Contacts

vbs@terminalas.lt