

History Management (5.2)

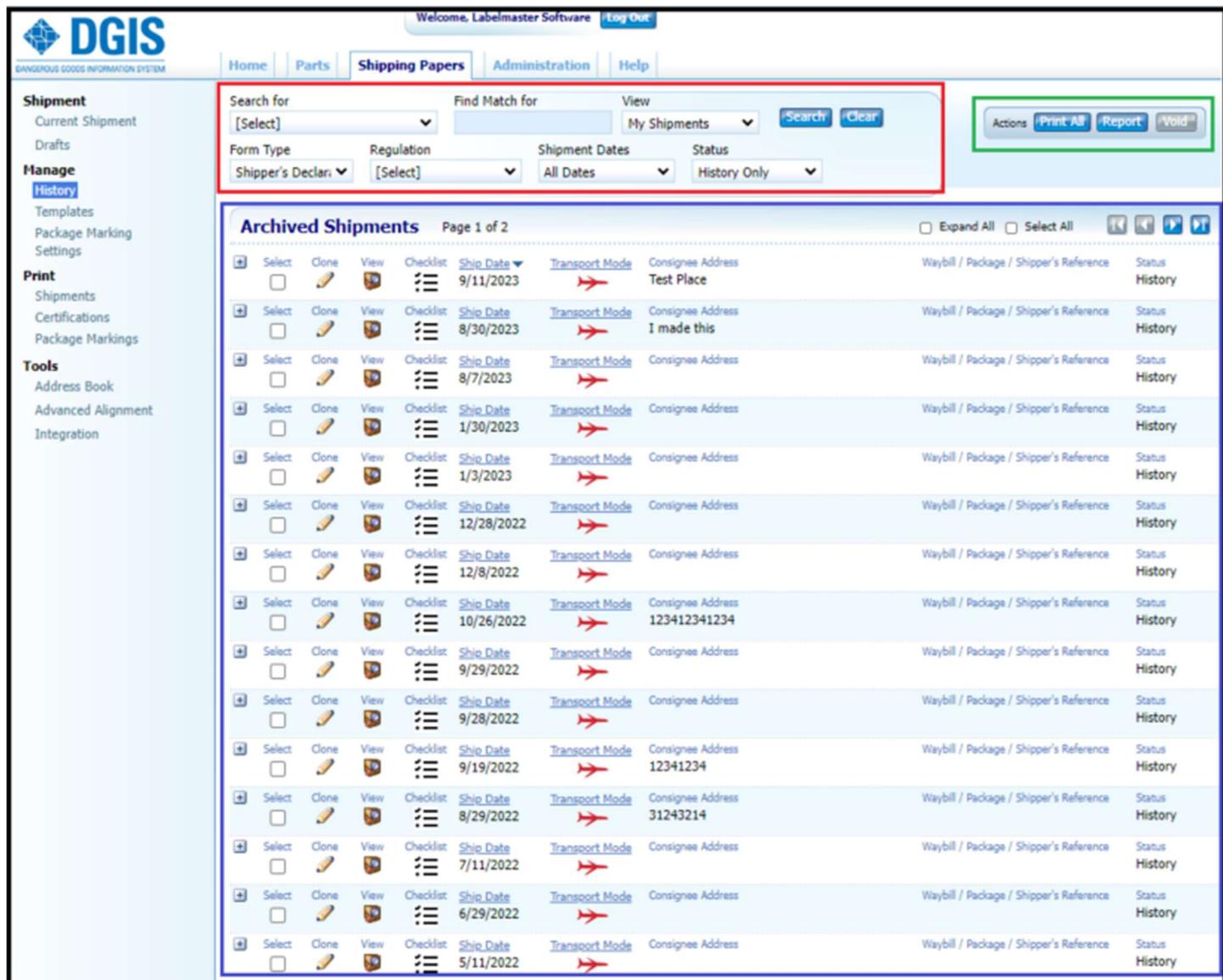
New history management function with DGIS 5.2

Starting with the release of DGIS 5.2, the Shipment History section has been updated to have the capability to "clone" your shipments. This feature will allow users to quickly replicate past shipments.

This feature is only available for Enterprise customers.

History Management Layout

On the Shipping Papers > History screen, the Administrator can see shipments created by all Users in the company.



The screenshot shows the DGIS Shipping Papers History screen. The left sidebar includes links for Shipment, Current Shipment, Drafts, Manage (with History selected), Templates, Package Marking, Settings, Print, Shipments, Certifications, Package Markings, and Tools (with Address Book, Advanced Alignment, and Integration selected). The main area has a search bar with dropdowns for 'Search for' (Select), 'Find Match for' (My Shipments), 'View' (Search, Clear), 'Form Type' (Regulation), 'Shipment Dates' (Shipper's Declared, Select, All Dates, History Only), and 'Status' (History Only). A green box highlights the 'Actions' button and 'Print All', 'Report', 'Void' buttons. Below is a table titled 'Archived Shipments' with 14 rows of data. The table columns are: Select, Clone, View, Checklist, Ship Date (dropdown), Transport Mode (dropdown), Consignee Address, Waybill / Package / Shipper's Reference, and Status History. The 'Ship Date' column shows dates from 5/11/2022 to 9/11/2023. The 'Transport Mode' column shows mostly 'Air' with one 'Road' entry. The 'Consignee Address' column includes entries like 'Test Place', 'I made this', and various addresses. The 'Waybill / Package / Shipper's Reference' column includes entries like '123412341234' and '31243214'. The 'Status History' column shows 'Status' for each row.

Archived Shipments								
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Select	Clone	View	Checklist	Ship Date	Transport Mode	Consignee Address	Waybill / Package / Shipper's Reference	Status History
<input type="checkbox"/>				9/11/2023	Air	Test Place	Waybill / Package / Shipper's Reference	Status History
<input type="checkbox"/>				8/30/2023	Air	I made this	Waybill / Package / Shipper's Reference	Status History
<input type="checkbox"/>				8/7/2023	Air	Consignee Address	Waybill / Package / Shipper's Reference	Status History
<input type="checkbox"/>				1/30/2023	Air	Consignee Address	Waybill / Package / Shipper's Reference	Status History
<input type="checkbox"/>				1/3/2023	Air	Consignee Address	Waybill / Package / Shipper's Reference	Status History
<input type="checkbox"/>				12/28/2022	Air	Consignee Address	Waybill / Package / Shipper's Reference	Status History
<input type="checkbox"/>				12/8/2022	Air	Consignee Address	Waybill / Package / Shipper's Reference	Status History
<input type="checkbox"/>				10/26/2022	Air	Consignee Address	Waybill / Package / Shipper's Reference	Status History
<input type="checkbox"/>				9/29/2022	Air	Consignee Address	Waybill / Package / Shipper's Reference	Status History
<input type="checkbox"/>				9/28/2022	Air	Consignee Address	Waybill / Package / Shipper's Reference	Status History
<input type="checkbox"/>				9/19/2022	Air	Consignee Address	Waybill / Package / Shipper's Reference	Status History
<input type="checkbox"/>				8/29/2022	Air	Consignee Address	Waybill / Package / Shipper's Reference	Status History
<input type="checkbox"/>				7/11/2022	Air	Consignee Address	Waybill / Package / Shipper's Reference	Status History
<input type="checkbox"/>				6/29/2022	Air	Consignee Address	Waybill / Package / Shipper's Reference	Status History
<input type="checkbox"/>				5/11/2022	Air	Consignee Address	Waybill / Package / Shipper's Reference	Status History

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- **Search Parameters**

- Allows the user to refine their search of past shipments using the following:
 - Form Type.
 - Regulation.
 - Dates.
 - Status.

- **Action Bar**

- Allows the user to manage selected shipments. Users can either
 - Print shipments.
 - Create a report.
 - Void shipments.

- **Archived Shipments**

- A full list of shipments. This list can be filtered using the search parameters.

Cloning Shipments

To clone a shipment in the history queue:

1. Click on the Shipping Papers tab.
2. Click History in the left-hand side view.
3. Click the "Clone" button next to the shipment you would like to remake.

The user will be taken to the shipment screen to continue.

The screenshot shows the 'Archived Shipments' interface. At the top, it displays 'Archived Shipments' and 'Page 1 of 2'. On the right, there are 'Expand All' and 'Select All' checkboxes, along with several navigation icons. Below this is a toolbar with buttons for 'Select', 'Clone', 'View', 'Checklist', 'Ship Date' (set to 9/11/2023), 'Transport Mode' (airplane icon), 'Consignee Address', 'Test Place', 'Waybill / Package / Shipper's Reference', and 'Status History'. The main area is currently empty, showing a list of shipments.