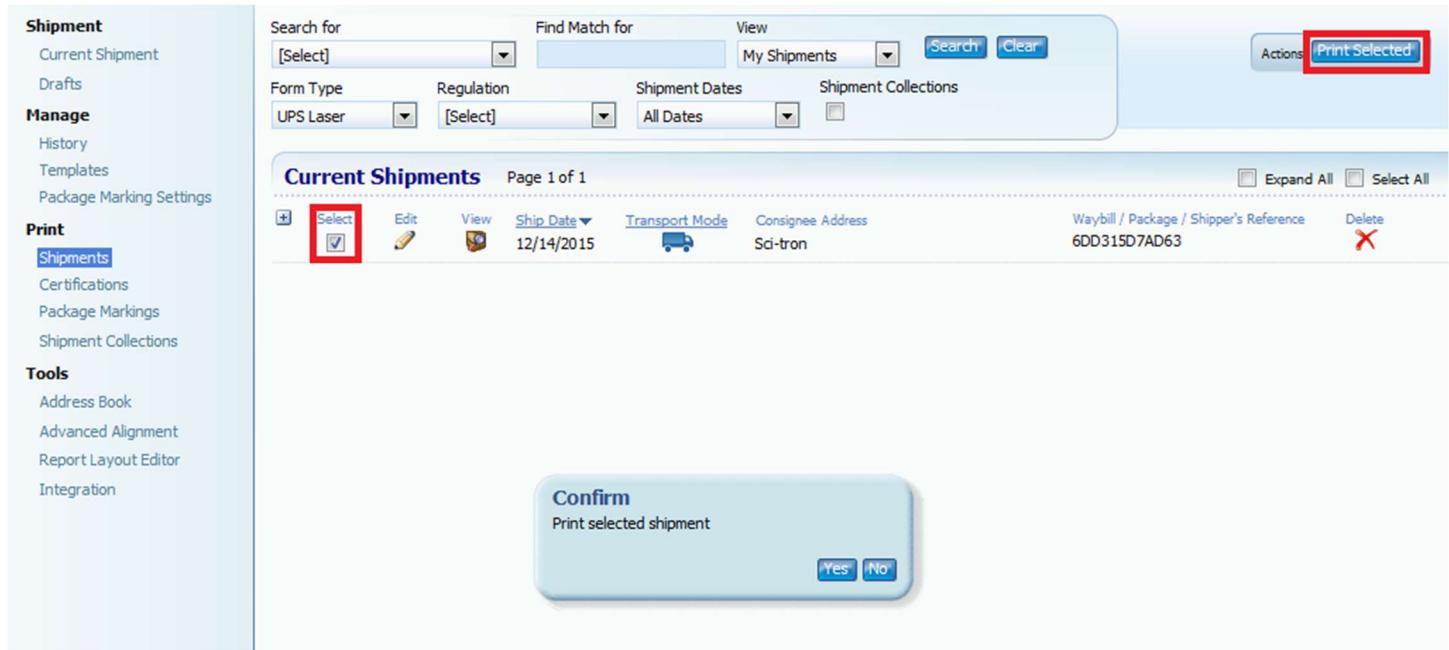


Printing UPS Forms

Video url, <https://youtu.be/kFKzeCt4FN4>

On the **Print Shipments** screen, check the box under Select, next to your shipment, and then click on **Print Selected**.



A print preview screen will pop up showing what your shipping paper will look like when it prints out. After printing the shipment, a box will prompt you to confirm whether or not your shipment printed correctly. Clicking on Yes will move your shipment to Certifications. Clicking on No will leave the shipment in the print screen, which allows you to go back and edit it.

Printing UPS Forms

Shipment

- Current Shipment
- Drafts

Manage

- History
- Templates
- Package Marking Settings

Print

- Shipments**
- Certifications
- Package Markings
- Shipment Collections

Tools

- Address Book
- Advanced Alignment
- Report Layout Editor
- Integration

Search for [Select] Find Match for My Shipments View [Select] Search Clear

Form Type Regulation Shipment Dates Shipment Collections

UPS Laser [Select] All Dates

Current Shipments Page 1 of 1

Ship Date: 12/14/2015 Transport Mode: Consignee Address: Sci-tron

Waybill / Package / Shipper's Reference: 6DD315D7AD63

Actions Print Selected

Expand All Select All Delete

Confirm
Print selected shipment
Yes No

After your shipment has printed correctly and you've clicked Yes, go to Certifications and print your Certification.

Welcome, Caleb Wrege Log Out

Home Parts **Shipping Papers** Regulations Administration Training Help

Shipment

- Current Shipment
- Drafts

Manage

- History
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- Package Marking Settings

Print

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Search for [Select] Find Match for My Shipments View [Select] Search Clear

Form Type Regulation Shipment Dates Shipment Collections

UPS Certification [Select] All Dates

Certifications Page 1 of 1

Ship Date: 1/7/2016 Transport Mode: Consignee Address: Waybill / Package / Shipper's Reference: 1DE27799C186

Ship Date: 1/7/2016 Transport Mode: Consignee Address: Waybill / Package / Shipper's Reference: SEEDCAC90AF0

Ship Date: 1/7/2016 Transport Mode: Consignee Address: Waybill / Package / Shipper's Reference: 3D8123FB5DCC

Ship Date: 1/7/2016 Transport Mode: Consignee Address: Waybill / Package / Shipper's Reference: CAAAD4691C26

Ship Date: 1/7/2016 Transport Mode: Consignee Address: Waybill / Package / Shipper's Reference: 393F0F5B146E

Actions Print Selected

Expand All Select All Delete