

2025

Getting started with Freight Central and Shippit



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Skipper Dynamics
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Freight Central Shippit integration configuration

Prerequisites

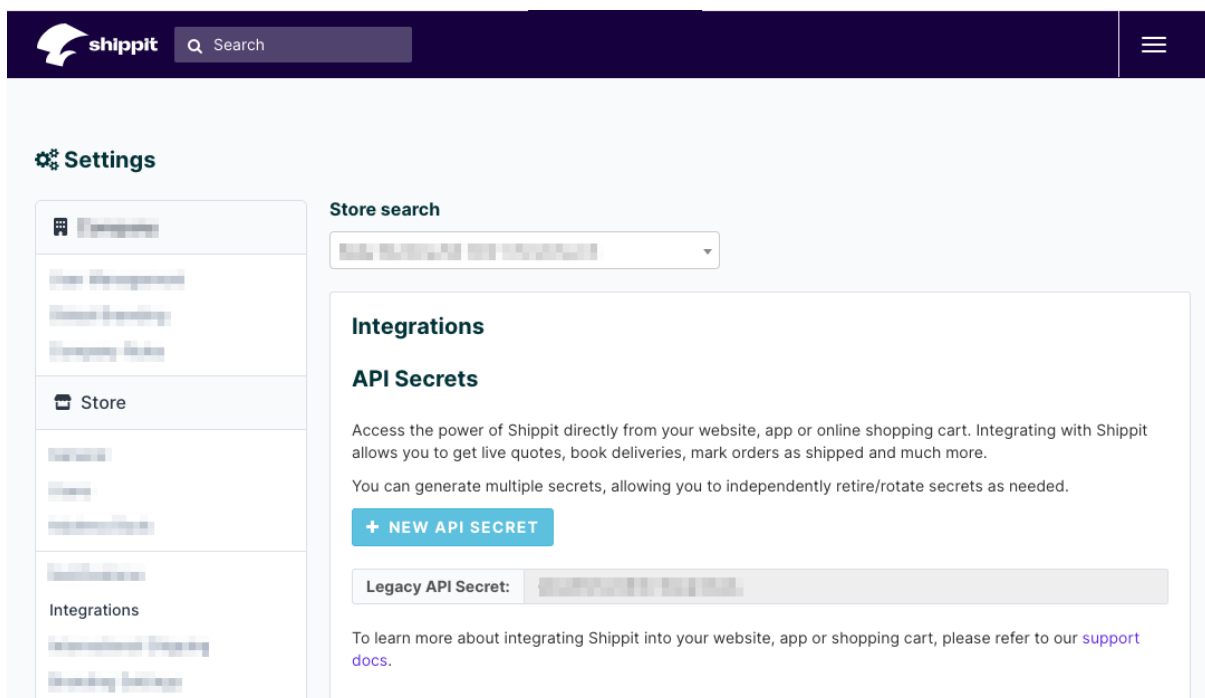
To get started with the Business Central Freight Central Shippit Integration, you will need.

1. **Shippit Account:** Either a staging or production account
2. [Freight Central Extension](#)
3. [Freight Central Shippit Extension](#)
4. PrintNode Account (optional)

The 30-day free trial of Freight Central will give you unrestricted access to all features, including the Freight Central Shippit Integration and the Tasklet Pack and Ship Integration. Contact Skipper Dynamics to extend the trial period if needed.

Shippit account

1. Create a [staging account](#) or a [production account](#).
2. Copy the API key:
 - a. Log in to your Shippit account
 - b. Click on the drop-down menu in the top right select **Settings**.
 - c. Navigate to the **Integrations** section.
 - d. Find the API key in the **API Secrets** section.
 - e. Each store has its own unique API key. Use the drop-down box at the top of the page to change store and see its unique API key. Copy the API key and save the key.

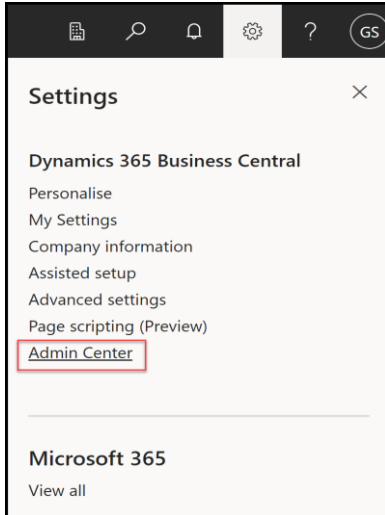


The screenshot shows the Shippit user interface. At the top, there is a dark blue header with the Shippit logo on the left, a search bar in the center, and a hamburger menu icon on the right. Below the header, the main content area is titled 'Settings' with a gear icon. On the left side of the settings page, there is a sidebar menu with categories: 'Company' (containing User Management, Email Sending, Company Role), 'Store' (containing Settings, Users, Permissions), and 'Integrations' (containing Integration Setup, Shipping Settings). The main content area is divided into two sections: 'Store search' at the top with a dropdown menu, and 'Integrations' below it. The 'Integrations' section has a sub-section titled 'API Secrets' which includes a descriptive paragraph, a note about generating multiple secrets, a '+ NEW API SECRET' button, and a 'Legacy API Secret' field with a masked value. At the bottom of the API Secrets section, there is a link to 'support docs'.

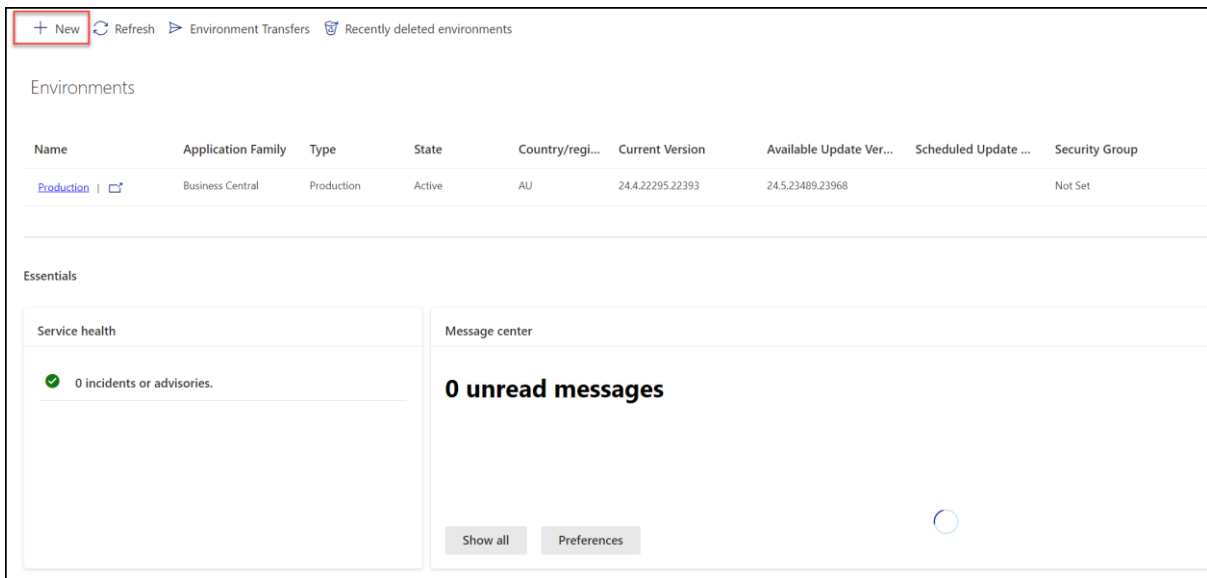
Create a BC Sandbox Environment

Ensure you have access to the **Admin Center** in Business Central. If you don't, please contact your administrator for access.

1. **Go to Admin Center:** Open Business Central and navigate to the Admin Center.



Create a New Sandbox, click on + New.



Create a new sandbox environment in **Business Central** with the environment name **Shippit**. Choose **Sandbox** as the Type and **AU**

Create environment

Learn more about capacity and quotas in the [Capacity](#) page.

ⓘ You can also create an environment that is a copy of an existing environment. Just go to that existing environment's details page, and then choose the Copy action.

Environment Name: *

Do not add personal data to the environment name as this is not treated as restricted data.

Type:

Country: *

ⓘ The new environment will be set up with an update window that falls outside common working hours for AU. After the environment is created, you can see and change the update window from the environment details page. [Learn more](#)

Version: *

Create
Cancel

Refresh the page until the **State** becomes **Active**. Then, click on the link next to the environment name to open the Shippit sandbox environment.

Name	Application Family	Type	State	Country/regi...	Current Version	Available Update Ver...	Scheduled Update ...	Security Group
Production	Business Central	Production	Active	AU	25.1.25873.28089	25.2.27733.27900		Not Set
Shippit	Business Central	Sandbox	Active	AU	25.2.27733.28209			Not Set

Install the Freight Central Extension

Within Business Central, search for **Extension Management**.

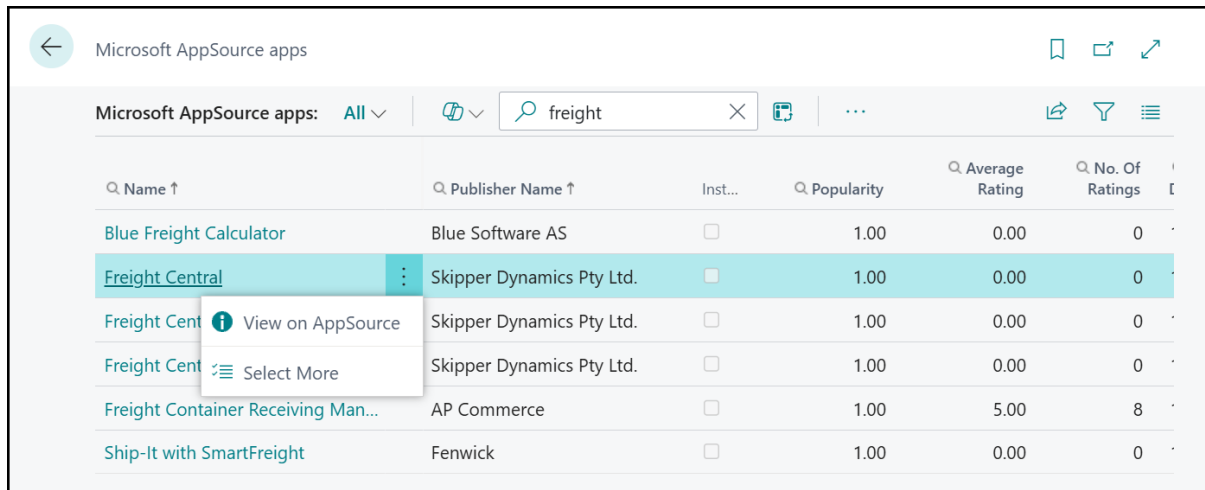
← Installed Extensions

AppSource Gallery
Manage
Actions
Automate
Fewer options

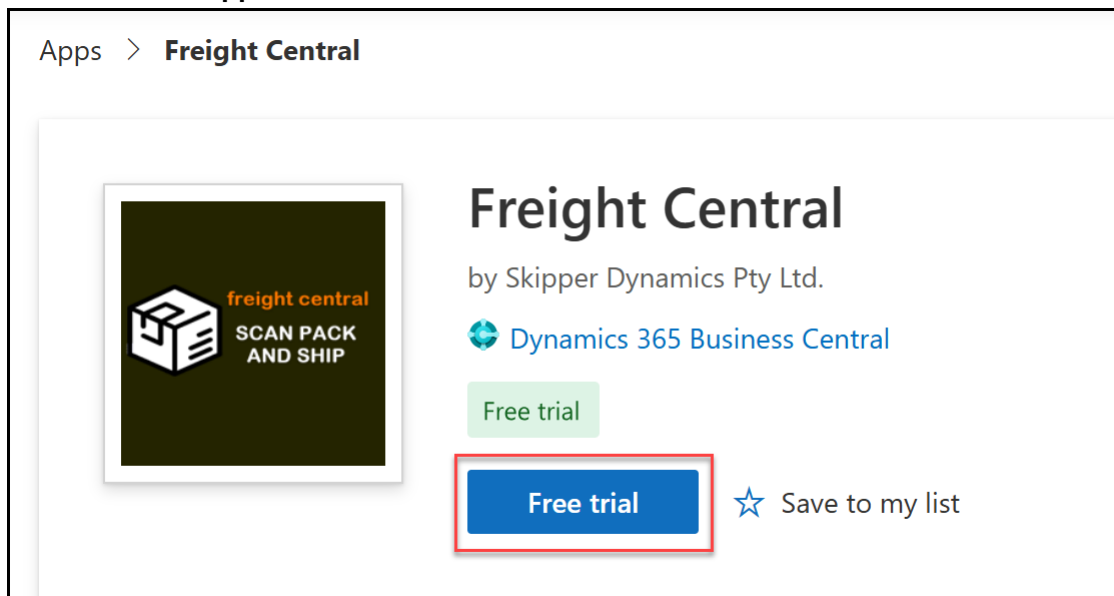
Name ↑ Public Browse the Microsoft AppSource Gallery for new extens

AMC Banking 365 Fundamentals	Microsoft	25.2.27733.28023	<input checked="" type="checkbox"/>
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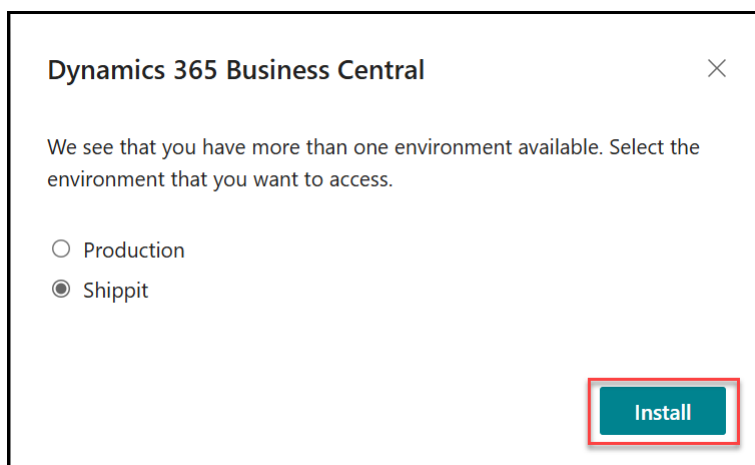
Click on **AppSource Gallery** and search for **Freight Central**.



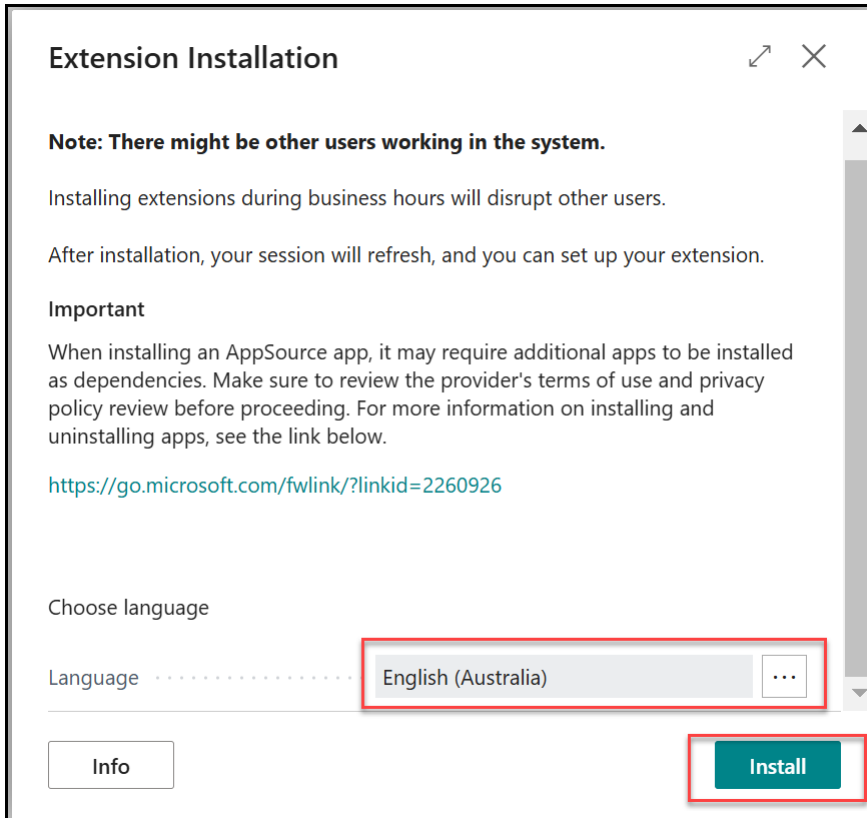
Select **View on AppSource** and then click on **Free Trial**.



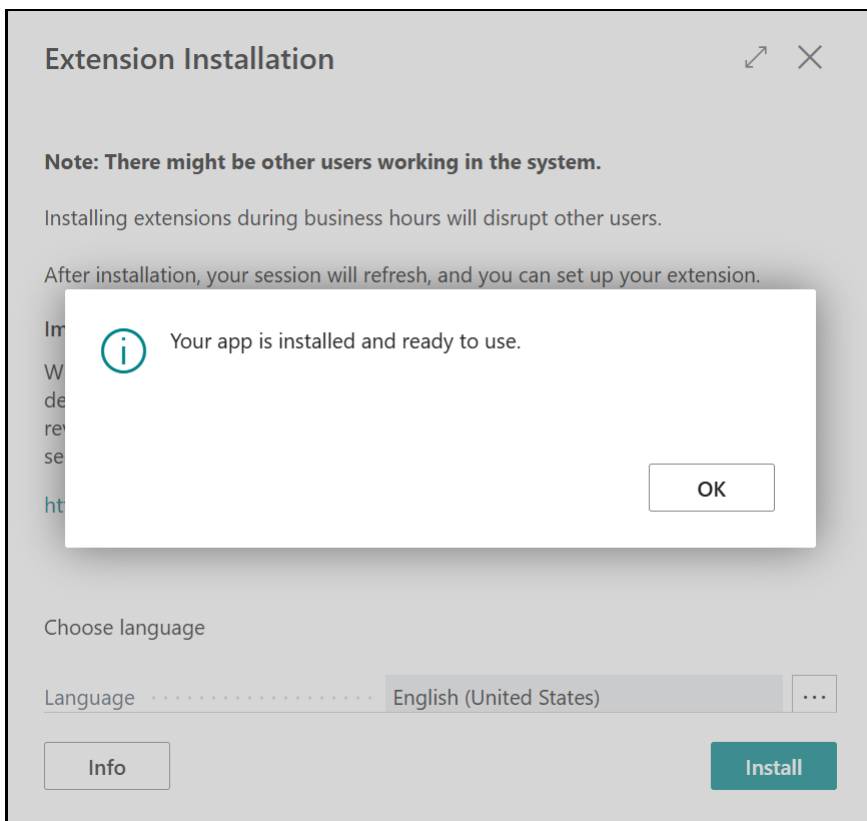
A web page will open. Select your desired environment.



The following web page will open in Business Central.

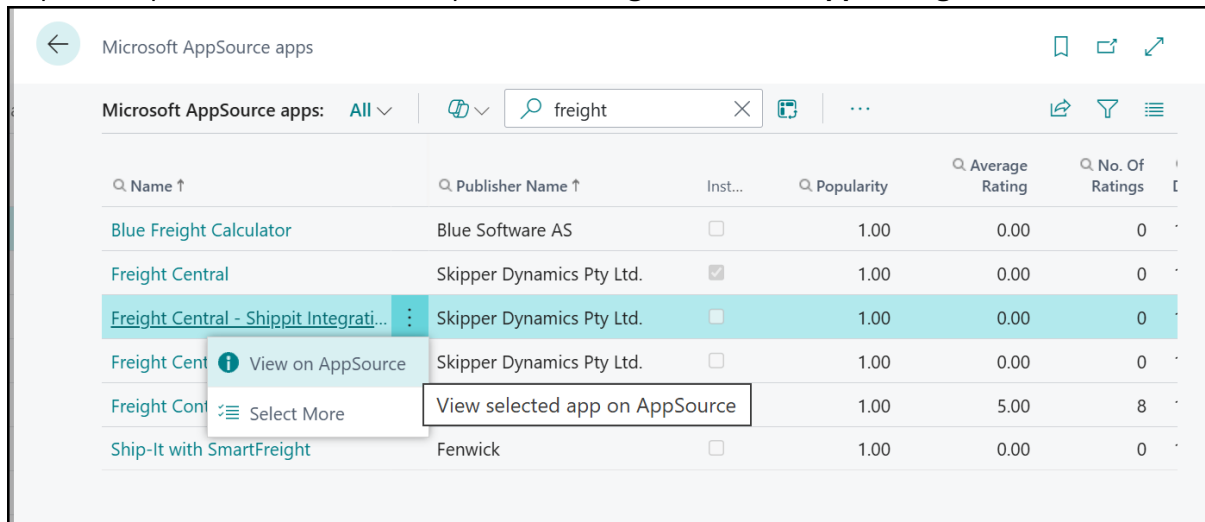


Select the language **English (Australia)** and click **Install**. Wait a few minutes, then click **OK** and close the extension installation page.



Install the Freight Central Shippit Integration

Repeat the previous installation steps for the **Freight Central Shippit Integration**.

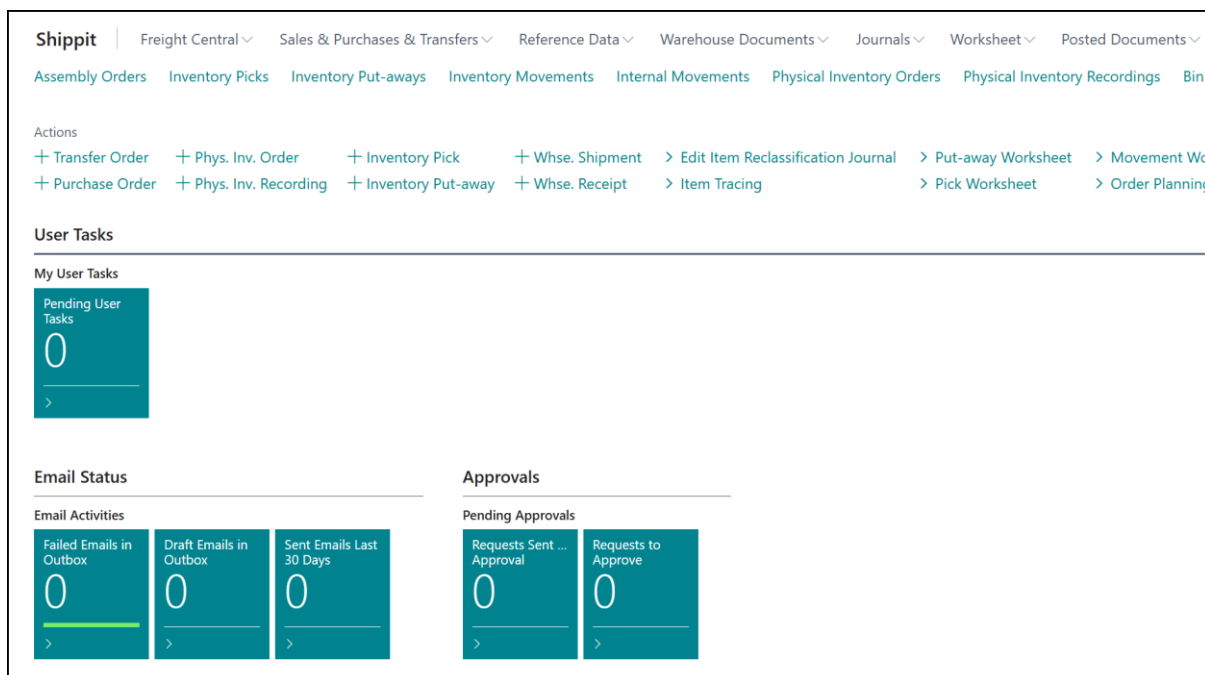


Enable Freight Central Manager Role

In Business Central, navigate to the top right corner and click on **Settings**. In **My Settings**, select **Role** and choose **Freight Central Manager**.

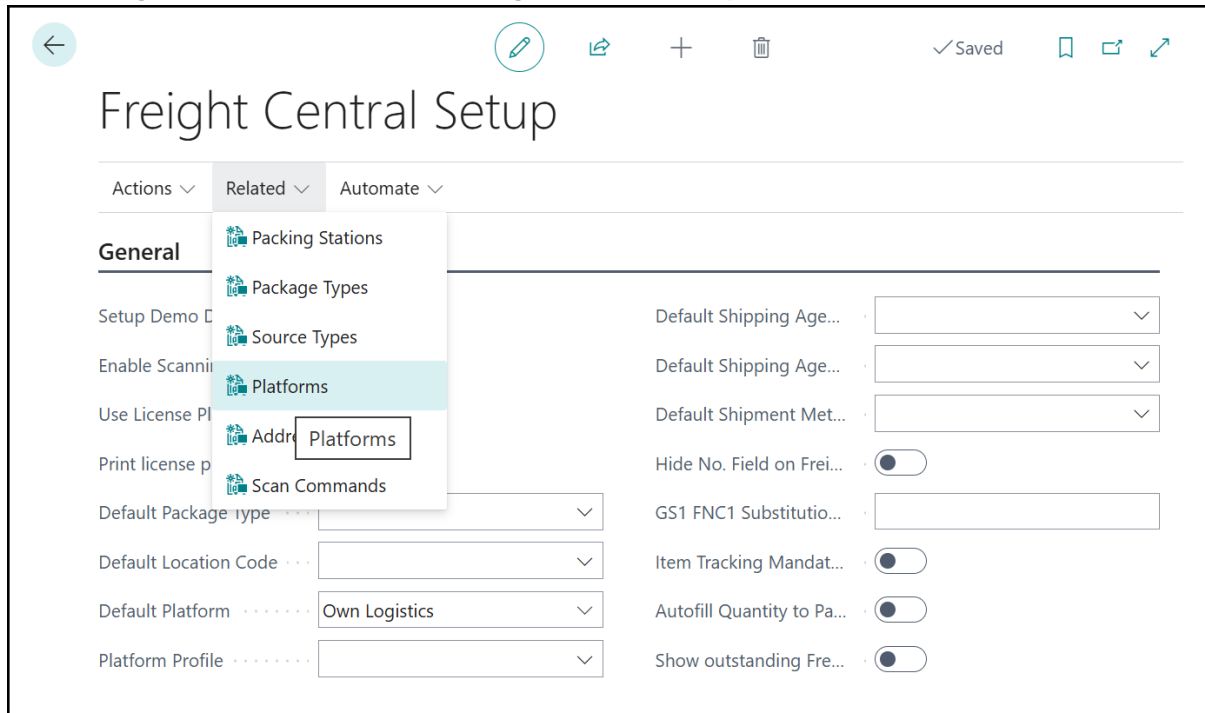
Freight Central Manager Role

The **Freight Central Manager** role gives you access to all available warehouse management features, including **Freight Central Setup** and the **Freight Order List**. For warehouse users who manage the packing station, you must add the **Freight Order List** to the active **Role Center**.

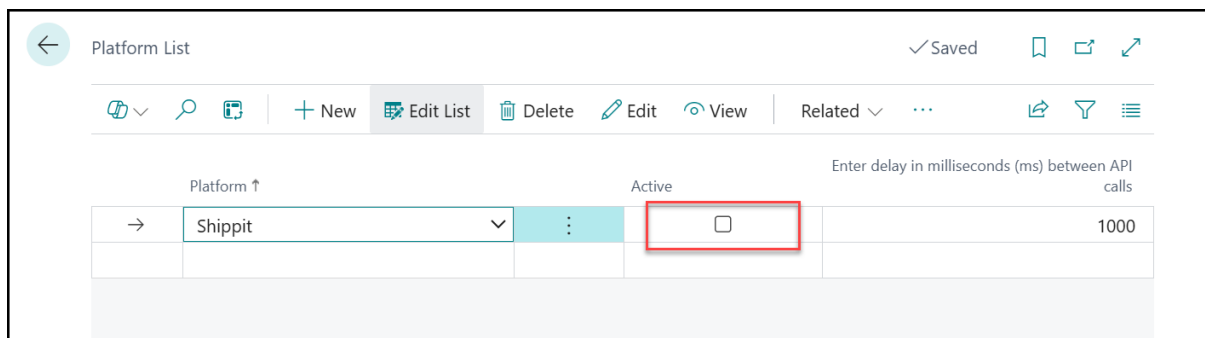


Setup Freight Central with Shippit integration

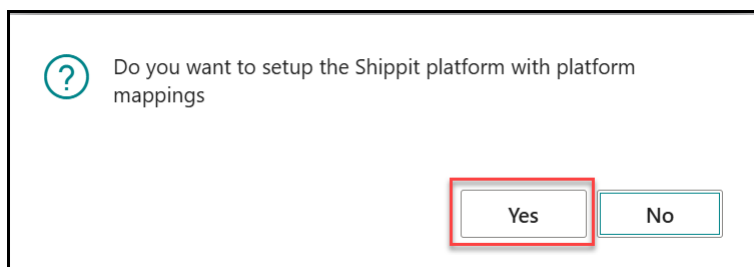
In the **Freight Central** menu, select **Freight Central Setup**.



Go to **Related** and select **Platforms**.

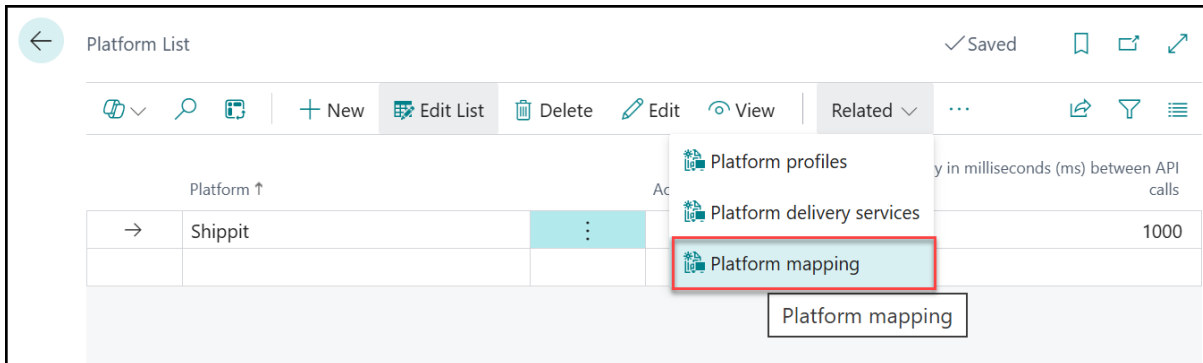


Mark the **Active** field and click **Yes**.

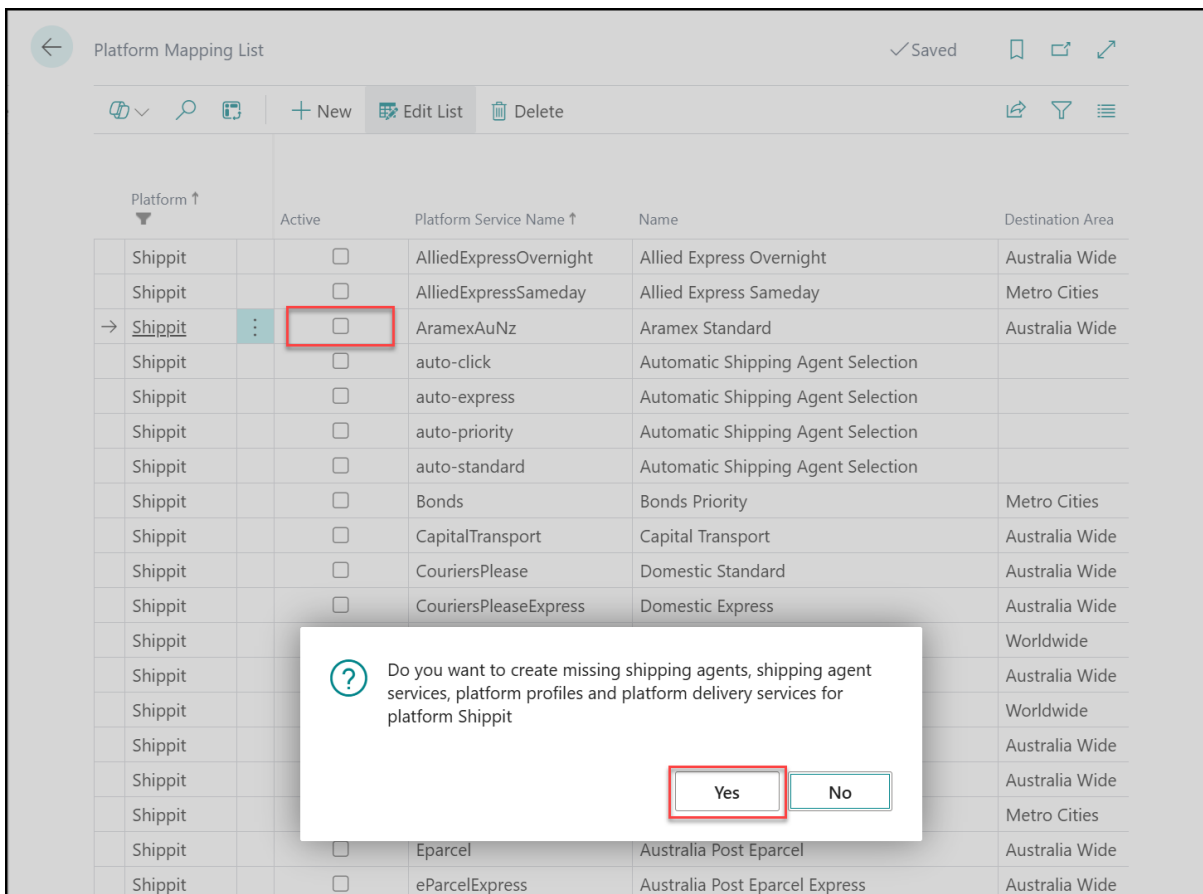


Select preferred Shipping Agents and Services

From the **Platform** list, select **Related** and then **Platform Mapping**.

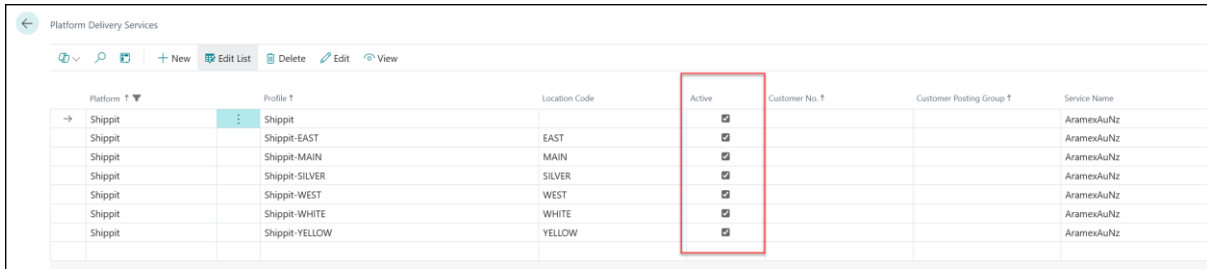


From the **Platform Mapping List**, select the platform service name **AramexAuNz (Aramex Standard)**. This will set up **Aramex** as a shipping agent and **Standard** as the Shipping Agent Service Code.



View the Platform delivery services for Shippit

From the **Platform List**, you can select the platform delivery services.



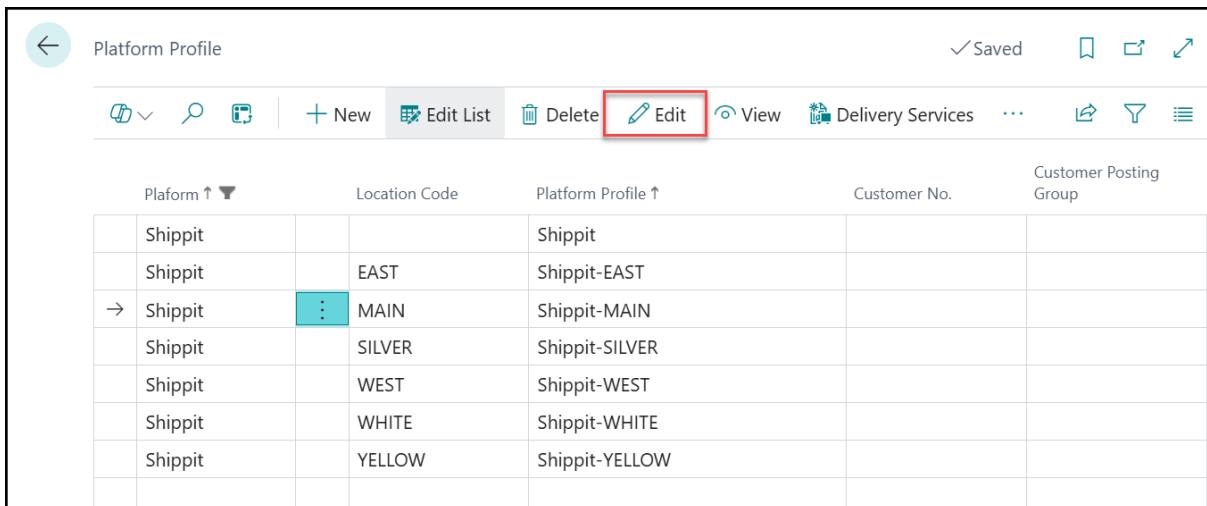
The screenshot shows a table titled "Platform Delivery Services". The table has columns for Platform, Profile, Location Code, Active, Customer No., Customer Posting Group, and Service Name. The "Active" column contains checkboxes, all of which are checked and highlighted with a red box. The "Profile" column lists various Shippit profiles like Shippit-EAST, Shippit-MAIN, Shippit-SILVER, Shippit-WEST, Shippit-WHITE, and Shippit-YELLOW. The "Service Name" column lists "AramexAuNz".

Platform	Profile	Location Code	Active	Customer No.	Customer Posting Group	Service Name
Shippit	Shippit		<input checked="" type="checkbox"/>			AramexAuNz
Shippit	Shippit-EAST	EAST	<input checked="" type="checkbox"/>			AramexAuNz
Shippit	Shippit-MAIN	MAIN	<input checked="" type="checkbox"/>			AramexAuNz
Shippit	Shippit-SILVER	SILVER	<input checked="" type="checkbox"/>			AramexAuNz
Shippit	Shippit-WEST	WEST	<input checked="" type="checkbox"/>			AramexAuNz
Shippit	Shippit-WHITE	WHITE	<input checked="" type="checkbox"/>			AramexAuNz
Shippit	Shippit-YELLOW	YELLOW	<input checked="" type="checkbox"/>			AramexAuNz

By default, each platform service is enabled. A platform service includes a **Shipping Agent**, **Shipping Agent Service**, the **Shippit platform**, and a **location**. You can remove or deactivate the services that are not required. For example, if you do not ship from a certain location, or you do not use a **Shipping Agent Service** from a certain location.

Enter Shippit API Key

For each store in **Shippit**, you can create an **API Key**. You will have as many **Platform Profiles** as you have stores in Shippit. The **API Key** is required for **Freight Central** to communicate with Shippit. From the **Platform List**, you can select the Platform profiles

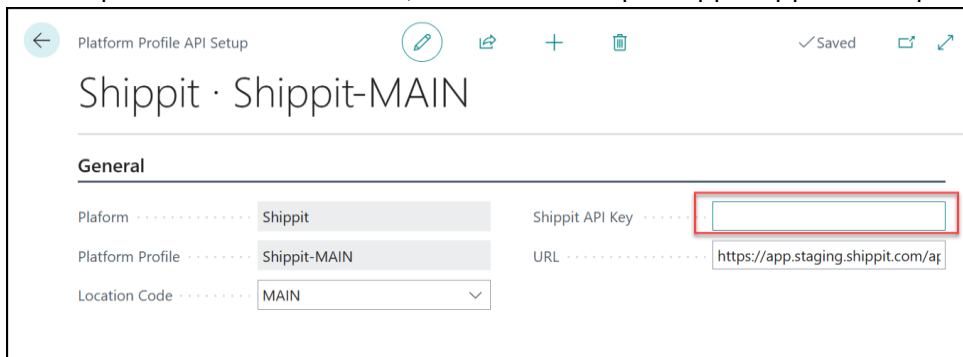


The screenshot shows a table titled "Platform Profile". The table has columns for Platform, Location Code, Platform Profile, Customer No., and Customer Posting Group. The "Edit" button in the top navigation bar is highlighted with a red box. The "Platform Profile" column lists various Shippit profiles like Shippit-EAST, Shippit-MAIN, Shippit-SILVER, Shippit-WEST, Shippit-WHITE, and Shippit-YELLOW.

Platform	Location Code	Platform Profile	Customer No.	Customer Posting Group
Shippit		Shippit		
Shippit	EAST	Shippit-EAST		
→ Shippit	MAIN	Shippit-MAIN		
Shippit	SILVER	Shippit-SILVER		
Shippit	WEST	Shippit-WEST		
Shippit	WHITE	Shippit-WHITE		
Shippit	YELLOW	Shippit-YELLOW		

Click **Edit** and enter the Shippit API Key you saved earlier.

- For the staging environment, use the URL: <https://app.staging.shippit.com/api/3>
- For the production environment, use the URL: <https://app.shippit.com/api/3>



The screenshot shows the "Platform Profile API Setup" form for "Shippit · Shippit-MAIN". The form has a "General" section with fields for Platform, Platform Profile, Location Code, Shippit API Key, and URL. The "Shippit API Key" field is highlighted with a red box. The "URL" field contains the value "https://app.staging.shippit.com/api/3".

Field	Value
Platform	Shippit
Platform Profile	Shippit-MAIN
Location Code	MAIN
Shippit API Key	[Redacted]
URL	https://app.staging.shippit.com/api/3

Finalise the Freight Central Setup

Certain fields are not set up yet in the **Freight Central Setup**. Enter the **Default Package Type**, **Default Location Code**, **Platform Profile**, **Default Shipping Agent**, and **Default Shipping Agent Services Code**.

The screenshot shows the 'Freight Central Setup' page in a web application. The 'General' section contains the following fields and controls:

- Setup Demo Data:
- Enable Scanning:
- Use License Plates:
- Print license plate:
- Default Package Type:
- Default Location Code:
- Default Platform:
- Platform Profile:
- Default Shipping Age:
- Default Shipping Age:
- Default Shipment Met:
- Hide No. Field on Frei:
- GS1 FNC1 Substitutio:
- Item Tracking Mandat:
- Autofill Quantity to Pa:
- Show outstanding Fre:

Red boxes highlight the following fields: Default Package Type, Default Location Code, Default Platform, Platform Profile, and the two Default Shipping Age fields.

If you follow the script to set up the sandbox environment, you can use the following setup.

The screenshot shows the 'Freight Central Setup' page with the following values entered in the highlighted fields:

- Default Package Type: BX1
- Default Location Code: MAIN
- Default Platform: Shippit
- Platform Profile: Shippit-MAIN
- Default Shipping Age: ARAMEX
- Default Shipping Age: STANDARD

The other fields and controls remain the same as in the previous screenshot.

Create your first Freight Central Shippit Freight Order

There are several ways to create a freight order in Freight Central. One method is from the Sales Order. Select **Sales Orders** and choose order **101009**.

No. ↑	Sell-to Customer No.	Sell-to Customer Name	External Document No.	Location Code	Assigned User ID	Document Date	Status	Comple... Shipped	Amount
101001	10000	Adatum Corporation				4/2/2024	Open	No	
101002	10000	Adatum Corporation				5/1/2024	Open	No	
101003	30000	School of Fine Art				4/22/2024	Open	No	
101004	40000	Alpine Ski House				5/13/2024	Open	No	
101005	10000	Adatum Corporation	Y-3	YELLOW		6/1/2023	Open	No	
101006	10000	Adatum Corporation	Y-4	YELLOW		6/1/2023	Open	No	
101007	10000	Adatum Corporation	Y-5	YELLOW		6/1/2023	Open	No	
101008	10000	Adatum Corporation	W-1	WHITE		6/1/2023	Open	No	
101009	10000	Adatum Corporation	SVC-1	MAIN		6/1/2023	Open	No	

From the **Freight Central Menu**, click on **Create Freight Order**. A new **Freight Order** page will open. From there, you can enter any missing information such as **Shipping Agent, Shipping Agent Service, Packing Station**, and package dimensions.

Sales Order

101009 · Adatum Corporation

Home Prepare Print/Send Request Approval Order [Freight Central](#) More options

Create Freight Order Freight Orders

General

Customer No. Contact

Customer Name No. of Archived Versions

Sell-to Document Date

Freight Order

FR00001

Book Reprint Cancel Reopen More options

Freight Order Show more

No.	FR00001	...	Shipping Agent Code *	
Location Code	MAIN		Shipping Agent Servic... *	
Source Type	Sales Order		Packing Station	
Source No.	101009		Status	Open
Pick-up	<input type="checkbox"/>		Delivery Instruction	
External Document No. ..	SVC-1		Authority to leave	<input checked="" type="checkbox"/>
Tracking No.			Shipping Label Printed ..	<input type="checkbox"/>

Enter the missing information. The **Shipping Agent Code** and **Shipping Agent Service Code** will default from the Sales Order.

Freight Order

FR00001

Book Reprint Cancel Reopen More options

Freight Order Show more

No.	FR00001	...	Shipping Agent Code ...	ARAMEX
Location Code	MAIN		Shipping Agent Servic... ..	STANDARD
Source Type	Sales Order		Packing Station	STATION 1
Source No.	101009		Status	Open
Pick-up	<input checked="" type="checkbox"/>		Delivery Instruction	
External Document No. ..	SVC-1		Authority to leave	<input checked="" type="checkbox"/>
Tracking No.			Shipping Label Printed ..	<input type="checkbox"/>

Enter the **package type** and **weight**.

Package Type	KG	Length(cm)	Width(cm)	Height(cm)	Package Tracking No.
→ BX1	15.00	23.00	10.50	6.50	

After entering all consignment information, you can book the freight. Click on the **Book** function in the **Freight Order Menu**.

Freight Order

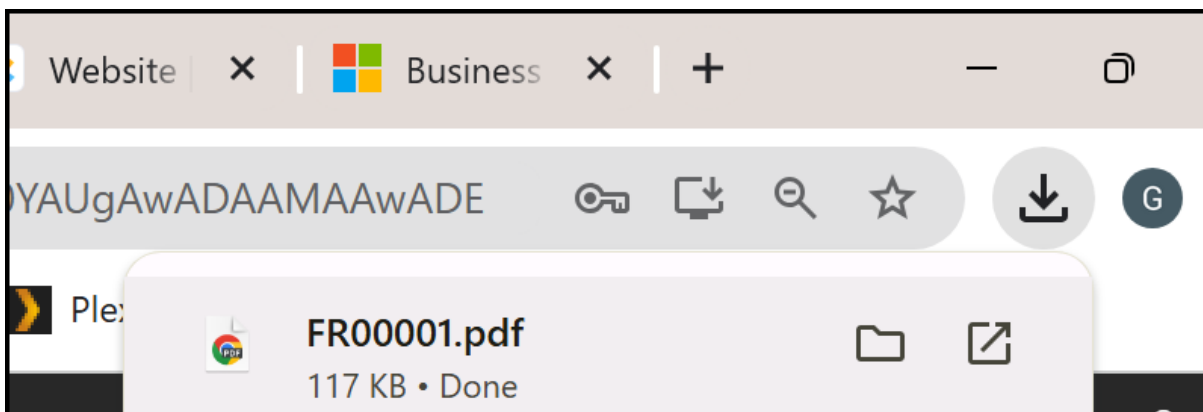
FR00001

Book Reprint Cancel Reopen More options




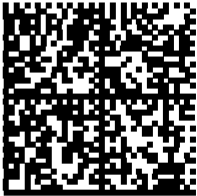

Freight Order Show more

No.	FR00001	Shipping Agent Code ...	ARAMEX
Location Code	MAIN	Shipping Agent Servic...	STANDARD
Source Type	Sales Order	Packing Station	STATION 1
Source No.	101009	Status	Open
Pick-up	<input checked="" type="checkbox"/>	Delivery Instruction	
External Document No. ..	SVC-1	Authority to leave	<input checked="" type="checkbox"/>
Tracking No.		Shipping Label Printed ..	<input type="checkbox"/>

The shipping label will be downloaded to your **Downloads** folder.



The label result:

SGR	Delivered by: 	ADL 102
	Label no: MP0041113524 	
Adatum Corporation Station Road, 21 Station Arcade 5000 SA 		Ref: SVC-1 
Sender: Skipper Dynamics Pty Ltd 8 Macauley Street Leichhardt 2040 NSW		
15.0kg 0.39kg (23.0 x 10.5 x 6.5) 27/12/2024 1 of 1		

Freight Central Setup

Packing stations

A packing station is a workspace in the warehouse or office where products are checked, packed, and labelled for shipping. You can have more than one packing station per location. On the packing station card, you can define the printing methods, associate a barcode with the packing station, and set up a PrintNode-compatible printers and scale.

Packing Station List: All | [Refresh] | [Search] | [Add] | + New | Delete | Edit List

Code ↑	Location Code ↑	Description
STATION 1	FAST	Packing Station 1
STATION 1	MAIN	Packing Station 1
STATION 1	SILVER	Packing Station 1
STATION 1	WEST	Packing Station 1
STATION 1	WHITE	Packing Station 1
STATION 1	YELLOW	Packing Station 1
STATION 2	WHITE	Packing Station 2

← Packing Station Card [Edit] [Share] [Add] [Delete] ✓ Saved [Refresh] [Link]

STATION 1 · WHITE

[Test Scale] | More options

General

Code STATION 1 Barcode []

Description Packing Station 1

Shipping Label Printer

Printing Method Shipping Label Download ▾

License Plate Printer

Printing Method Licen... PrintNode ▾ PrintNode Printer Id L... [0]

A4 Document Printer >

Scale Setup

Scale Computer Id 0 Scale Device Number ... 0

Scale Name []

There are three printing options:

- **Download:** Labels will be downloaded to the **Downloads** folder.
- **Email:** A copy of the label document will be attached and sent to the nominated email address of the printer.
- **PrintNode:** This is an online service for cloud-based printing. You can register for a free trial [here](#). After installing the PrintNode client on the packing station, you can print directly to the label printer. To get the PrintNode Label Printer ID, click on the hidden icons and select **PrintNode**.

Package Types

You can define the package types and their dimensions in the **Package Type List**. A barcode can be printed to enable quick scanning of a package type at the workstation.

Package Type	Lenght	Width	Height	No. of Shipping Labels	Is stan... pallet	Display Order ↑	Barcode
PARCEL	0.00	0.00	0.00	1	<input type="checkbox"/>	0	PARCEL
BX1	23.00	10.50	6.50	1	<input type="checkbox"/>	1	BX1
BX2	25.00	15.00	11.00	1	<input type="checkbox"/>	2	BX2
BX3	32.00	24.00	11.00	1	<input type="checkbox"/>	3	BX3
→ PALLET	116.50	116.50	15.00	1	<input checked="" type="checkbox"/>	4	PALLET

Source Types

A **Freight Order** can be created from a source type such as a **Customer Card** or **Warehouse Shipment**. You can make a source active by enabling it. If a source type is disabled, you will not be able to create a freight order from that source.

Source Type	Active	Display Order ↑
→ Address Book	<input checked="" type="checkbox"/>	0
Location	<input checked="" type="checkbox"/>	0
Customer	<input checked="" type="checkbox"/>	0
Vendor	<input checked="" type="checkbox"/>	0
Contact	<input checked="" type="checkbox"/>	0
Employee	<input checked="" type="checkbox"/>	0
Sales Order	<input checked="" type="checkbox"/>	0
Sales Invoice	<input checked="" type="checkbox"/>	0
Sales Return Order	<input checked="" type="checkbox"/>	0
Posted Sales Shipment	<input checked="" type="checkbox"/>	0
Posted Sales Invoice	<input checked="" type="checkbox"/>	0
Purchase Return Order	<input checked="" type="checkbox"/>	0
Posted Return Shipment	<input checked="" type="checkbox"/>	0
Transfer Order	<input checked="" type="checkbox"/>	0
Posted Transfer Shipment	<input checked="" type="checkbox"/>	0
Warehouse Shipment	<input checked="" type="checkbox"/>	0

If the customer is an active source and will show the “Freight Central” menu item on the customer card.

Customer Card

10000 · Adatum Corporation

Home Request Approval New Document Prices & Discounts Customer Report **Freight Central** More options

Create Freight Order Freight Orders

Show all related FreightOrders, open and registered

General

No. 10000 Post Dated Checks (LCY)

Name Adatum Corporation Provisional Balance (LCY)

Platforms

A platform provides access to one or more carriers and carrier services (Shipping Agent and Shipping Agent Services). Within **Freight Central**, you can enable one or more platforms. In addition to the Shippit Platform, you can enable the **Own Logistics Platform**. This platform allows you to record freight for your own managed transport or transport that does not require API integration. Multiple platforms can be used simultaneously.

Platform List

✓ Saved

+ New Edit List Delete Edit View Related ...

Platform ↑ Active Enter delay in milliseconds (ms) between API calls

Platform ↑	Active	Enter delay in milliseconds (ms) between API calls
Shippit	<input checked="" type="checkbox"/>	1000
→ Own Logistics	<input checked="" type="checkbox"/>	0

Platform Profiles

Platform profiles are used to associate a platform with a pick-up location or a store in Shippit. If you run multiple e-commerce websites, you can enter a **Customer No.** or **Customer Posting Group** to provide a branded experience on the shipping label or for tracking packages. This is especially useful if you manage multiple e-commerce sites or provide drop shipments through marketplaces.

Platform	Location Code	Platform Profile	Customer No.	Customer Posting Group
Shippit		Shippit		
Shippit	EAST	Shippit-EAST		
Shippit	MAIN	Shippit-MAIN		
Shippit	SILVER	Shippit-SILVER		
Shippit	WEST	Shippit-WEST		
Shippit	WHITE	Shippit-WHITE		
Shippit	YELLOW	Shippit-YELLOW		

Platform Delivery Services

For each platform profile, you can set up platform delivery services. A delivery service is the **Shipping Agent Services Code**. You can activate the services available for a location.

Platform	Profile	Location Code	Active	Shipping Agent Code	Shipping Agent Service Code
Shippit	Shippit		<input checked="" type="checkbox"/>	ARAMEX	STANDARD
Shippit	Shippit-EAST	EAST	<input checked="" type="checkbox"/>	ARAMEX	STANDARD
Shippit	Shippit-MAIN	MAIN	<input checked="" type="checkbox"/>	ARAMEX	STANDARD
Shippit	Shippit-SILVER	SILVER	<input checked="" type="checkbox"/>	ARAMEX	STANDARD
Shippit	Shippit-WEST	WEST	<input checked="" type="checkbox"/>	ARAMEX	STANDARD
Shippit	Shippit-WHITE	WHITE	<input checked="" type="checkbox"/>	ARAMEX	STANDARD
Shippit	Shippit-YELLOW	YELLOW	<input checked="" type="checkbox"/>	ARAMEX	STANDARD

Address Book

You can setup delivery addresses for business partners that are not setup as a customer, vendor, contact or employee.

The screenshot shows the 'Address Book' interface for a contact named 'SKIPPERDYNAMICS'. The 'General' section contains the following fields:

No.	SKIPPERDYNAMICS	Country/Region Code	AU
Name	Skipper Dynamics Pty Ltd	Email	info@skipperdynamics.com.au
Name 2		Mobile Phone No.	
Address	8 Macauley Street	Phone No.	1300136554
Address 2		Authority to leave	<input checked="" type="checkbox"/>
Post Code	2040	Location Code	MAIN
City	LEICHHARDT	Shipment Method Co...	
Contact	Gerard Schipper	Shipping Agent Code	
County	NSW	Shipping Agent Servic...	

Scan Commands

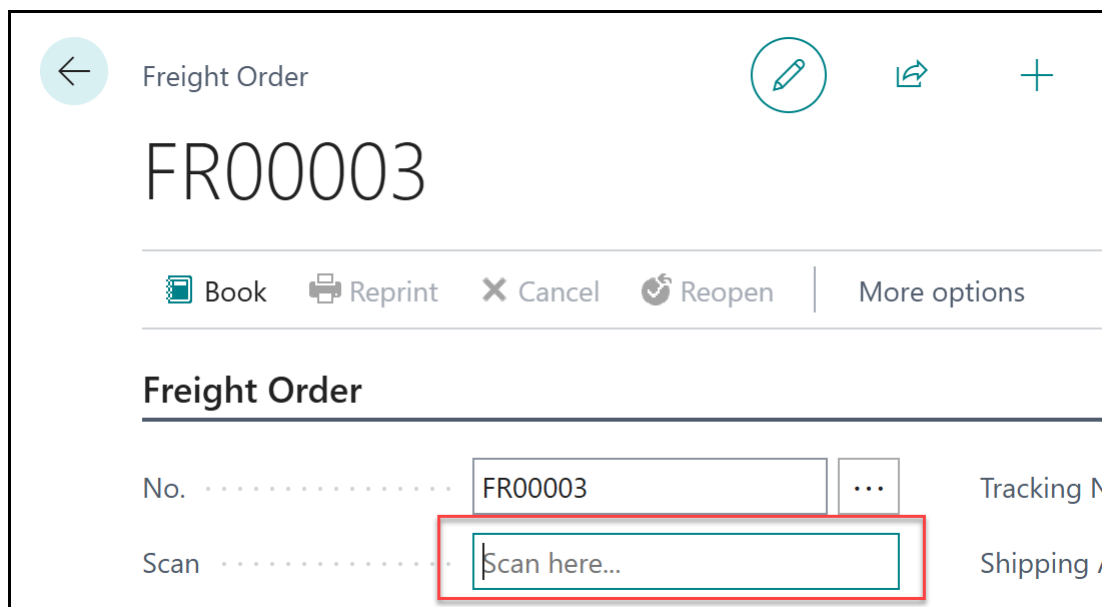
For each function on freight order, you can define a scan command barcode. If you scan the scan command barcode in the scan box of the freight order the related function is executed.

The screenshot shows the 'Scan Command List' interface with a table of scan commands and their barcodes:

Command ↑	Barcode
→ Add License Plate	AL
Add Pallet License Plate	APL
Book Freight	BF
Cancel	CA
Reprint Shipping Label	PSL
Read Scale	RS
Reopen	RO

Enable Scanning

If you have access to a keyboard wedge barcode scanner, you can enable the **Enable Scanning** option in the **Freight Central Setup**. A scanning box will be displayed on the freight order. You can use barcode scanning to create freight orders, select package types, scan products into a package, scan license plates, print license plates, and book freight.



The screenshot shows a mobile application interface for a Freight Order. At the top, there is a header with a back arrow, the text "Freight Order", and three icons: a pencil, a share icon, and a plus sign. Below the header, the order number "FR00003" is displayed in large text. Underneath, there is a horizontal menu with icons and labels for "Book", "Reprint", "Cancel", "Reopen", and "More options". A section titled "Freight Order" is separated by a horizontal line. Below this, there are two rows of input fields. The first row has a label "No." followed by a text input field containing "FR00003" and a three-dot menu icon, with the label "Tracking N" to the right. The second row has a label "Scan" followed by a text input field containing "Scan here..." and the label "Shipping A" to the right. The "Scan here..." input field is highlighted with a red rectangular border.

Use license plates

License plating is a warehouse management method used to group and manage inventory within a container, such as a pallet, carton, or truck. Each container is assigned a unique License Plate Number (LPN) and labeled with a barcode. In **Freight Central**, you can assign a license plate to a package and scan a SKU into a package. Packages can be grouped into a higher-level license plate, like a pallet. License plating ensures EDI compliance with larger retailers and is fully compatible with the **Tasklet Pack and Ship** integration.

Print License Plate

Print a license plate after adding it to the freight order. **Freight Central** allows you to create license plates without printing them. This is useful when you are not using the license plate functionality but still want to add and weigh the packages.

Default Package type

The default package type is selected if you add a package to the freight order. Note if you scan a package type barcode. A package will be added to the freight order setup with the dimension of the package type. Leave the default package type blank if you want to force selecting a package type when adding a package

Default location code

If you create a miscellaneous freight order and no location is available, the default location is used.

Default Platform, default Shipping Agent and services

If more than one platform is setup a platform selector algorithm is used to select the platform based on Shipping Agent Code, Shipping Agent Delivery Service and activated delivery services. If the algorithm cannot provide a platform the default setup is used.

Hide Number field on freight order page

Hides the number field on the freight order page

GS1 FNC1 Substitution Character

The item label in **Freight Central** supports carton quantity, lot number, serial number, and expiration date according to GS1 formatting. These fields are separated by the **FNC1** substitution character. Many barcode scanners have the ability to replace this **FNC1** character with an ASCII character. This ASCII character is used to separate the field in **Business Central**, allowing you to enter carton quantities as packed quantities, and record the lot number, serial number, and expiration date.

Item Tracking Mandatory

When enabled, items that required lot tracking or serial number tracking and expiration dates are mandatory when you use license plating to pack the goods.

Autofill quantity to pack

Populates the quantity to pack field on the freight order line.

Show outstanding freight order lines to pack only

While scanning the items into a license plate only the freight order lines still to pack will be shown. If there are no items to pack left, the freight order is fully packed

Freight Order Nos.

Freight order number series

License plate Nos.

License plate number series

Report No Freight Order License Plate

Report 72099580 is the standard license plate report that contains the order details or the source document.

Report No. Generic License Plate

Report 72099575 allows you to print license plates without order details. On the report, you can select a package type, which is useful if you want to print a bundle of license plates. When you scan the license plate on the freight order, the package dimensions are automatically populated.

Report No. Item Label

Report 72099578 prints Item Barcodes, you can define the box/pallet quantity, unit of measure, variant code and tracking details like lot number, serial number and expiration date.

Tracking No. Series

Define the tracking no. series for your own logistics.

Own Logistics Report No. Shipping Label

Report No. Shipping Label Own Logistics.

QR Code Shipping Label

Define the QR Code on the own. Logistics shipping label

Printing Barcode on Warehouse Shipment

- Search Report Layout Selection
- Select Report Id 7317 – Warehouse Shipment
- Select Layout
- Select Report Layout Warehouse Pick Barcode
- Press OK

Printing Barcode on Pick Instructions

- Search Report Layout Selection
- Select report Id 214 – Pick Instruction
- Select Layout
- Select Report Layout Pick Instruction Barcode
- Press OK

Printing Barcode on Sales Shipment

- Search Report Layout Selection
- Select report Id 208 – Sales – Shipment
- Select Layout
- Select Report Layout Sales Shipment Barcode
- Press OK

Printing Barcode on Picking List

- Search Report Layout Selection
- Select report Id 5752 – Picking List
- Select Layout
- Select Report Layout Warehouse Pick Barcode
- Press OK

Exercises

Exercise 1 – Create Freight Order from Customer Card

Select customer 10000 Adatum Corporation and open the customer card. Please note that this customer is not setup with a default location.

Select menu item Freight Central – Create Freight Order

Customer Card

10000 · Adatum Corporation

Home Request Approval New Document Prices & Discounts Customer Report Freight Central More options

Create Freight Order Freight Orders

Show all related FreightOrders, open and registered

General

No.	10000	...	Post Dated Checks (LCY)	
Name	Adatum Corporation		Provisional Balance (LCY)	

On the Freight order tab select Show More

Freight Order

FR00002

Book Reprint Cancel Reopen More options

Freight Order Show more

No. FR00002 Shipping Agent Code ARAMEX

Location Code MAIN Shipping Agent Servi... STANDARD

Source Type Customer Packing Station STATION 1

Source No. 10000 Status Open

Pick-up Delivery Instruction

External Document N... Authority to leave

Tracking No. Shipping Label Printed

Lines Delete Line

Source Document Type	Source Document No.	Source Document Line No.	Type	No.	Description	Description
(There is nothing to show in this view)						

Packages New Line Delete Line Read Scale...

Package Type	KG	Lenght(cm)	Width(cm)	Height(cm)	Package Tracking No.
	0.00	0.00	0.00	0.00	

- Select the Packing Station
- Select a package type and enter the weight in KG
- Select function Book

A package tracking number is generated by Aramex and you find the label in the download folder.

Packages						
New Line Delete Line Read Scale...						
Package Type	KG	Lenght(cm)	Width(cm)	Height(cm)	Package Tracking No.	
→ BX1	10.00	23.00	10.50	6.50	MP0041113525	

SGR

Delivered by:

ADL
102

Label no:

MP0041113525

Adatum Corporation
Station Road, 21
Station Arcade 5000 SA

Ref:



Sender:
Skipper Dynamics Pty Ltd
8 Macauley Street
Leichhardt 2040 NSW

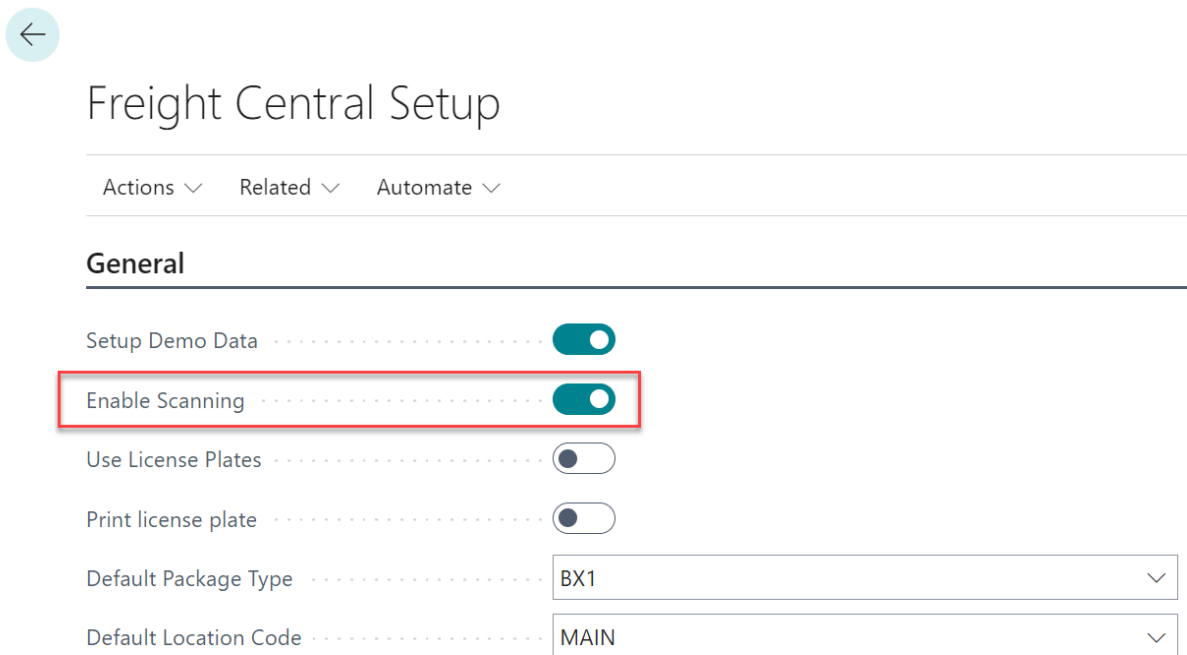


10.0kg 0.39kg (23.0 x 10.5 x 6.5) 27/12/2024 1 of 1

- Select Cancel – the status of the freight order will change to Cancelled
- Select Reopen – the status of the freight order will change to Open
- You can now Book freight again

Exercise 2 – Create freight order by scanning barcode on the pick instruction

In the Freight Central Management Role Center select Freight Central – Freight Central Setup enable Scanning.

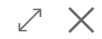


The screenshot shows the 'Freight Central Setup' page. At the top left is a back arrow icon. Below the title are three dropdown menus: 'Actions', 'Related', and 'Automate'. The 'General' section is highlighted with a horizontal line. It contains several settings:

- Setup Demo Data:
- Enable Scanning: (highlighted with a red box)
- Use License Plates:
- Print license plate:
- Default Package Type: BX1 (dropdown)
- Default Location Code: MAIN (dropdown)

- Go to Sales Order 101002
- Change the Shipping Agent to “ARAMEX”
- Change the Shipping Agent Service Code to “STANDARD”
- Select Print/Send
- Select Pick Instruction
- Select Report Layout “Pick Instruction Barcode”
- Print the document

Pick Instruction



Printer (Handled by the browser) ▾

Report Layout Pick Instruction Barcode ...

Options

No of Copies 0

Filter: Sales Header

× Document Type Order ▾

× No. 101001

× Bill-to Customer No. 10000 ▾

+ Filter...

Filter totals by:

+ Filter...

Advanced >


Send to... Print Preview & Close Cancel

The Barcode contains the Sales Order Number (101002).

Pick Instruction
CRONUS AU

12/27/24
Page 1
GERARD.SCHIPPER

Order No. 101002 Customer No. 10000 Customer Name Adatum Corporation



Item No.	Description	Variant Code	Location Code	Bin Code	Shipment Date	Quantity	Unit of Measure	Qty. to Ship	Quantity Picked	Quantity Shipped
1968-S	MEXICO Swivel Chair, black				05/02/24	10	Piece	10		
1928-S	AMSTERDAM Lamp				05/02/24	7	Piece	7		

Exit the sales order page and go to a freight order.

Freight Orders: Custom filtered

No. ↓	Status	Source Type	Source No.	Source Document No.	Source Document Type	Tracking No.	Shipping Agent Code	Shipping Agent Service Code	Aut... to leave	Ship-to Name
FR00002	Open	Customer	10000		Customer		ARAMEX	STANDARD	<input type="checkbox"/>	Adatum Corporation
FR00001	Booked	Sales Order	101009	101009	Sales Order	PPXiWln9632XK	ARAMEX	STANDARD	<input type="checkbox"/>	Adatum Corporation

Select any Freight Order. Put the focus on the “Scan here” field scan the 2D barcode from the pick or enter the Sales Order document number 101002 manually.

Freight Order

FR00002

Book Reprint Cancel Reopen More options

Freight Order Show more

No.	FR00002	Tracking No.	
Scan	Scan here...	Shipping Agent Code	ARAMEX
Previous Scan		Shipping Agent Servi...	STANDARD
Location Code	MAIN	Packing Station	STATION 1
Source Type	Customer	Status	Open
Source No.	10000	Delivery Instruction	
Pick-up	<input type="checkbox"/>	Authority to leave	<input type="checkbox"/>
External Document No.		Shipping Label Printed	<input type="checkbox"/>

Lines Delete Line

Source Document Type	Source Document No.	Source Document Line No.	Type	No.	Description	Description
(There is nothing to show in this view)						

Packages New Line Delete Line Read Scale...

Package Type	KG	Lenght(cm)	Width(cm)	Height(cm)	Package Tracking No.
BX1	10.00	23.00	10.50	6.50	

You can retain the focus in the Scan field by putting the freight order in non-edit mode. Click on the pencil. Result after scanning the barcode.

Freight Order

FR00003

Book Reprint Cancel Reopen More options

Freight Order Show more

No. FR00003 ... Tracking No.

Scan Scan here... Shipping Agent Code ... ARAMEX

Previous Scan Shipping Agent Servi... ... STANDARD

Location Code MAIN Packing Station STATION 1

Source Type Sales Order Status Open

Source No. 101002 Delivery Instruction

Pick-up Authority to leave

Pick-up document N... Shipping Label Printed

Show Help

Lines Delete Line Share Print

Source Document Type	Source Document No.	Source Document Line No.	Type	No.	Description	Description
→ Sales Order	101002	10000	Item	1968-S	MEXICO Swivel Chair, black	
Sales Order	101002	20000	Item	1928-S	AMSTERDAM Lamp	

Packages New Line Delete Line Read Scale... Share Print

Add a package type BX1 in the scan field, add another package BX2 in the scan field.

Result after scanning the package barcodes:

← Freight Order
✎ ↗ + 🗑
🔖 📧 ↶

FR00003

📖 Book
🖨 Reprint
✖ Cancel
🔄 Reopen
More options

Freight Order Show more

No. FR00003	Tracking No.
Scan <input type="text" value="Scan here..."/>	Shipping Agent Code ... ARAMEX
Previous Scan BX2	Shipping Agent Servi... STANDARD
Location Code MAIN	Packing Station STATION 1
Source Type Sales Order	Status Open
Source No. 101002	Delivery Instruction
Pick-up <input type="checkbox"/>	Authority to leave <input type="checkbox"/>
External Document N... ..	Shipping Label Printed . <input type="checkbox"/>

Lines 🔗 📧

Source Document Type	Source Document No.	Source Document Line No.	Type	No.	Description
→ Sales Order	101002	10000	Item	1968-S	MEXICO Swivel Chair, black
Sales Order	101002	20000	Item	1928-S	AMSTERDAM Lamp

Packages 🔗 📧

Package Type	KG	Lenght(cm)	Width(cm)	Height(cm)	Package Tracking No.
→ BX1	0.00	23.00	10.50	6.50	
BX2	0.00	25.00	15.00	11.00	

Ship-to Address >

To finalize the freight order, you must enter the weights for the two packages. You can then book the freight and print the labels.

Exercise 3 - Create a Freight Order from Warehouse Shipment and scan item barcode

This exercise is using Sales Order 101008, this order is using location code WHITE – the use of Warehouse Shipment and Picks is mandatory.

To scan the items into the license plate we need to print some Item labels for Item WRB-1000 and WRB-1001.

Prerequisites

- Go to Freight Central Setup – enable Use License Plates
- Go to Freight Central Setup – Platforms – Platform Profiles – Select Shippit White – Edit – enter API Key
- Go to Location WHITE enter address, telephone number and email address.
- Go to Warehouse Employee, add yourself for Location WHITE, make this default as well
- Add stock for Item WRB-1000 and WRB-1001

Registering Date	Whse. Document No.	Item No.	Description	Zone Code	Bin Code	Quantity	Unit of Measure
1/04/2024	GERARD	WRB-1000	Whole Roasted Beans, Colombia	PICK	W-01-0001	50	PCS
1/04/2024	GERARD	WRB-1001	Whole Roasted Beans, Brazil	PICK	W-01-0002	50	PCS

- Run function Calculate Warehouse Adjustment on the Item Journal and post the journal

Create Item Labels

- Go to a freight order
- Select Reports
- Select Print Item Labels
- Print a label for Item WRB-1000 and WRB-1001

No.

WRB-1000

Description

Whole Roasted Beans, Colombia



Create License Plates

- Go to a freight order
- Select Reports
- Select Print License Plates
- On the options tab select package type BX1
- Enter Quantity 5
- Print Label

CRONUS AU

1 Epping Road

NSW

CANBERRA NSW 2600

Australia

BX1

Container No: LP00002



Create Warehouse Shipment

- Go to Sales Order 101008
- Enter Shipping Agent “CRONUS” and Shipping Agent Services Code “TOYOTA”
- Create Warehouse Shipment
- Create Warehouse Pick
- Register Warehouse Pick
- Go to the Warehouse Shipment
- Create Freight Order from Warehouse Shipment
- Scan the printed license plate

← Freight Order
✓ Saved

FR00007

📄 Add License Plate
📖 Book
🖨️ Reprint
✖ Cancel
🔄 Reopen
⌵ Actions
⌵ Related
⌵ Reports
⋮

Freight Order Show more

No. FR00007	Tracking No.
Scan Scan here...	Shipping Agent Code .. CRONUS
Previous Scan lp00015	Shipping Agent Servi... .. TOYOTA
Open License Plate No. .. LP00015	Packing Station STATION 1
Location Code WHITE	Status Open
Source Type Warehouse Shipment	Delivery Instruction
Source No. SH000001	Authority to leave <input checked="" type="checkbox"/>
Pick-up <input type="checkbox"/>	Shipping Label Printed .. <input type="checkbox"/>
External Document No. .. W-1	

Freight Order Line

✖ Delete Line
📦 Add to Container...
📄 Show All...
⋮

Source Document Type	Source Document No.	Source Document Line No.	Type	No.	Description	Description
→ Sales Order	101008	10000	Item	WRB-1000	Whole Roasted Beans, Colombia	
Sales Order	101008	20000	Item	WRB-1001	Whole Roasted Beans, Brazil	

Packages

➕ New Line
✖ Delete Line
✖ Delete Registrations
⬆ Move to open License Plate
⋮

License Plate No.	Top Level License Plate No. ↑	Package Type	KG	Lenght(cm)	Width(cm)	Height(cm)
LP00015		BX1	0.00	23.00	10.50	6.50
→			0.00	0.00	0.00	0.00

After scanning the license plate the license plate is added as a package. The field open license plate also has the license plate field.

- Scan 2x Item label WRB-1000 or enter the Item No or GTIN in the Scan field
- Scan 2 x Item label WRB-1001.

The order is now fully packed

The screenshot displays a 'Freight Order' interface for order FR00007. The top section contains various fields for order details, including Source No. (SH000001), Packing Station (STATION 1), Status (Open), and Shipping Agent Code (CRONUS). Below this is a table for 'Freight Order Line' with columns for Source Document Type, Source Document No., Source Document Line No., Type, No., Description, Description 2, License Plate No., Quantity, Quantity to Pack, Quantity Packed, and Fully Packed. The table lists three lines: two for 'Whole Roasted Beans, Colombia' (WRB-1000) and one for 'Whole Roasted Beans, Brazil' (WRB-1001). The bottom section shows a 'Packages' table with columns for License Plate No., Top Level License Plate No., Package Type, KG, Length(cm), Width(cm), Height(cm), and Package Tracking No. The package table shows one entry with License Plate No. LP00015 and Package Type BX1.

Source Document Type	Source Document No.	Source Document Line No.	Type	No.	Description	Description 2	License Plate No.	Quantity	Quantity to Pack	Quantity Packed	Fully Packed
Sales Order	101008	10000	Item	WRB-1000	Whole Roasted Beans, Colombia			2	0	2	<input checked="" type="checkbox"/>
Sales Order	101008	20000	Item	WRB-1001	Whole Roasted Beans, Brazil			2	0	2	<input checked="" type="checkbox"/>
→ Sales Order	101008	20000	Item	WRB-1001	Whole Roasted Beans, Brazil		LP00015	2	0	0	<input type="checkbox"/>
Sales Order	101008	10000	Item	WRB-1000	Whole Roasted Beans, Colombia		LP00015	2	0	0	<input type="checkbox"/>

License Plate No.	Top Level License Plate No.†	Package Type	KG	Length(cm)	Width(cm)	Height(cm)	Package Tracking No.
→ LP00015		BX1	0.00	23.00	10.50	6.50	

The order lines are both related to the license plate.

Print Scan Commands

- Select Reports
- Print Command Barcodes

Book freight

- Enter the weight of the package
- Book freight by scanning the Book Freight Barcode