

INVOICE MODULE - CHARGE ITEM DISPLAY SEQUENCE

This document describes how you can change the display sequence of invoice items shown on the entry page.

A/ Invoice Entry Page

This is invoice entry page, charge items by default are shown in alphabetical order according to the charge Description. You can adjust the display sequence of the charge items, i.e. want to show particular charge item first and second or so. To do this, you can change the display sequence index in invoice charge code preference page.

Billing Invoices
INVOICE

save
close

Bill To:

Invoice Number: **AUTO-GENERATED**

Invoice Date:

Invoice Date is using current system date

Due Date:

Customer Reference:

Container #: KOCU4048396

Deliver to:

TOTAL INVOICE AMOUNT : \$20.00

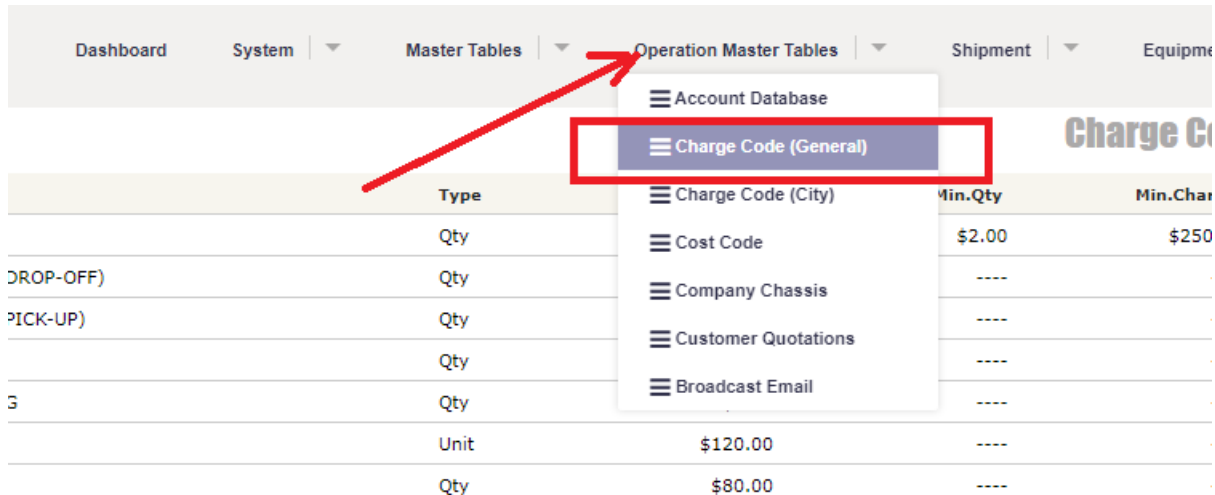
[Clear all selections]

Charge Description	Rate	Qty	Amount	Charge Description	Rate	Qty	Amount
<input type="checkbox"/> CHASSIS FEE				<input type="checkbox"/> CHASSIS SPLIT (DROP-OFF)			
<input type="checkbox"/> CHASSIS SPLIT (PICK-UP)				<input checked="" type="checkbox"/> CTF CHARGE	20.00	1.00	20.00
<input type="checkbox"/> DELIVER WAITING				<input type="checkbox"/> DEMURRAGE			
<input type="checkbox"/> DETENTION				<input type="checkbox"/> DRY RUN CHARGE			
<input type="checkbox"/> FREIGHT RATE				<input type="checkbox"/> FUEL SURCHARGE			
<input type="checkbox"/> LIFTGATE CHARGE				<input type="checkbox"/> OVER WEIGHT FEE			
<input type="checkbox"/> PERDIEM CHARGE				<input type="checkbox"/> PICKUP WAITING			
<input type="checkbox"/> PIER PASS				<input type="checkbox"/> PREPULL			
<input type="checkbox"/> REEFER PLUG-IN				<input type="checkbox"/> Scale fee			
<input type="checkbox"/> Scale stop-off				<input type="checkbox"/> STORAGE CHARGE			
<input type="checkbox"/> WAITING FEE							

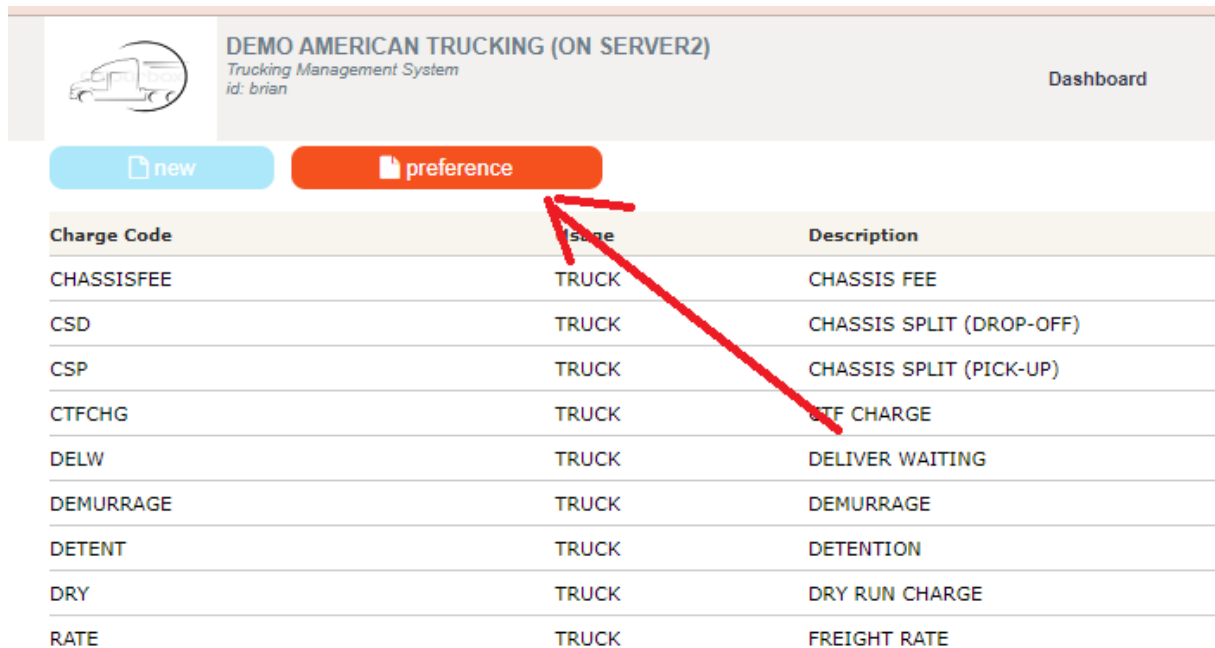
Additional Notes:

B/ Charge code preference page

Select "Charge Code (General)" under "Operation Master Tables" menu.



Then click "preference" button



C/ Updating Display Sequence Index

Read and follow the steps shown on the page to reset the sequence index and assign a new one.

Charge Code Display Sequence

Charge Code Preference

reset the display sequence
close

To re-arrange your invoice items display sequence, follow the steps below:

- 1) Click "reset all display sequence" button, this will reset the display sequence to alphabetical order. Sequence index will be assigned to 999.
- 2) Input new sequence and click "apply" button.
- 3) System will display the item with lower sequence index first.

INVOICE CHARGE ITEM LIST

Code	Description	SEQ	NEW SEQ	Action
CHASSISFEE	CHASSIS FEE	999		
CSD	CHASSIS SPLIT (DROP-OFF)	999		
CSP	CHASSIS SPLIT (PICK-UP)	999		
CTFCHG	CTF CHARGE	999		
DELW	DELIVER WAITING	999		
DEMURRAGE	DEMURRAGE	999		
DETENT	DETENTION	999		
DRY	DRY RUN CHARGE	999		
RATE	FREIGHT RATE	999		
FSC	FUEL SURCHARGE	999		
LIFT	LIFTGATE CHARGE	999		
OVERWGT	OVER WEIGHT FEE	999		
PERDIEM	PERDIEM CHARGE	999		
PICKUP	PICKUP WAITING	999		
PIERPASS	PIER PASS	999		
PREPULL	PREPULL	999		
RFPLUG	REEFER PLUG-IN	999		
SF	Scale fee	999		
SSO	Scale stop-off	999		
STORAGE	STORAGE CHARGE	999		
WAIT	WAITING FEE	999		

total 21 records listed

refresh

Note: This is invoice layout sample.

INVOICE LAYOUT

** Display sequence is SEQ (Sequence index) and then charge description alphabetically.

SEQ	Charge Description	Amount	SEQ	Charge Description	Amount
999	CHASSIS FEE		999	CHASSIS SPLIT (DROP-OFF)	
999	CHASSIS SPLIT (PICK-UP)		999	CTF CHARGE	
999	DELIVER WAITING		999	DEMURRAGE	
999	DETENTION		999	DRY RUN CHARGE	
999	FREIGHT RATE		999	FUEL SURCHARGE	
999	LIFTGATE CHARGE		999	OVER WEIGHT FEE	
999	PERDIEM CHARGE		999	PICKUP WAITING	
999	PIER PASS		999	PREPULL	
999	REEFER PLUG-IN		999	Scale fee	
999	Scale stop-off		999	STORAGE CHARGE	
999	WAITING FEE				

Click "reset the display sequence" button to reset the sequence to alphabetical order first.

Charge Code Display Sequence

reset the display sequence
close

To re-arrange your invoice items display sequence, follow the steps below:

- 1) Click "reset all display sequence" button, this will reset the display sequence to alphabetical order. Sequence index will be assigned to 999.
- 2) Input new sequence and click "apply" button.
- 3) System will display the item with lower sequence index first.

INVOICE CHARGE ITEM LIST

Code	Description	SEQ	NEW SEQ	Action
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Click the **“NEW SEQ”** of your desired invoice item, input the sequence index (system will show invoice item with lower sequence index first).
Then click **“apply”** button. The sample invoice window on the right will be automatically refreshed to show exactly how the invoice entry page looks like.

Input one by one for each of the invoice items.

reset the display sequence
close

To re-arrange your invoice items display sequence, follow the steps below:

- 1) Click "reset all display sequence" button, this will reset the display sequence to alphabetical order. Sequence index will be assigned to 999.
- 2) Input new sequence and click "apply" button.
- 3) System will display the item with lower sequence index first.

Code	Description	SEQ	NEW SEQ	Action
CHASSISFEE	CHASSIS FEE	999		
CSD	CHASSIS SPLIT (DROP-OFF)	999	1	apply
CSP	CHASSIS SPLIT (PICK-UP)	999		
CTFCHG	CTF CHARGE	999		
DELW	DELIVER WAITING	999		
DEMURRAGE	DEMURRAGE	999		
DETENT	DETENTION	999		
DRY	DRY RUN CHARGE	999		

refresh

**** Display sequence is SEQ (Sequence index) and**

SEQ	Charge Description	Amount
999	CHASSIS FEE	
999	CHASSIS SPLIT (PICK-UP)	
999	DELIVER WAITING	
999	DETENTION	
999	FREIGHT RATE	
999	LIFTGATE CHARGE	
999	PERDIEM CHARGE	

Here is the sample screen shot after all charge items are assigned a new display sequence index. Done.

reset the display sequence
close

To re-arrange your invoice items display sequence, follow the steps below:

- 1) Click "reset all display sequence" button, this will reset the display sequence to alphabetical order. Sequence index will be assigned to 999.
- 2) Input new sequence and click "apply" button.
- 3) System will display the item with lower sequence index first.

Code	Description	SEQ	NEW SEQ	Action
CHASSISFEE	CHASSIS FEE	999	2	
CSD	CHASSIS SPLIT (DROP-OFF)	999	1	
CSP	CHASSIS SPLIT (PICK-UP)	999	3	
CTFCHG	CTF CHARGE	999	4	
DELW	DELIVER WAITING	999	5	
DEMURRAGE	DEMURRAGE	999	6	
DETENT	DETENTION	999	10	
DRY	DRY RUN CHARGE	999	7	
RATE	FREIGHT RATE	999	9	
FSC	FUEL SURCHARGE	999	8	
LIFT	LIFTGATE CHARGE	999	11	
OVERWGT	OVER WEIGHT FEE	999	12	
PERDIEM	PERDIEM CHARGE	999	13	
PICKUP	PICKUP WAITING	999	15	
PIERPASS	PIER PASS	999	18	
PREPULL	PREPULL	999	14	
RFPLUG	REEFER PLUG-IN	999	19	
SF	Scale fee	999	17	
SSO	Scale stop-off	999	16	
STORAGE	STORAGE CHARGE	999	20	
WAIT	WAITING FEE	999	21	

refresh
Note: This is invoice layout sample.

INVOICE LAYOUT

**** Display sequence is SEQ (Sequence index) and then charge description alphabetically.**

SEQ	Charge Description	Amount	SEQ	Charge Description	Amount
1	CHASSIS SPLIT (DROP-OFF)		2	CHASSIS FEE	
3	CHASSIS SPLIT (PICK-UP)		4	CTF CHARGE	
5	DELIVER WAITING		6	DEMURRAGE	
7	DRY RUN CHARGE		8	FUEL SURCHARGE	
9	FREIGHT RATE		10	DETENTION	
11	LIFTGATE CHARGE		12	OVER WEIGHT FEE	
13	PERDIEM CHARGE		14	PREPULL	
15	PICKUP WAITING		16	Scale stop-off	
17	Scale fee		18	PIER PASS	
19	REEFER PLUG-IN		20	STORAGE CHARGE	
21	WAITING FEE				