How to Create a new Load Schedule in i21

Here are the steps on how to create a Load Schedule:

Direct Load Schedule Creation from Menu:

- 1. Go to Logistics module> Load Schedule. If there's an existing allocation batch, Search Load Schedule screen will open. Otherwise, New Load Schedule screen will open automatically.
- 2. Click on the New button of Load Schedule- search screen and a new fresh Load Schedule screen will open.

	Load Schedules					
☆ Home		spatch Refresh Export -	Close			
Favorites	Schedules Load Cale	ndar				
	🔠 Layout 🔍 Filter Rec	ords (F3) 48 recor	d(s)			
Logistics	Load No. Suppli	er Load# Type	Generate Ref. Generate Seq.	Loads P.Comp.Location Vend	for Ship From	P.Contract # P.Seq.No.
Shipping Instructions	LS-1439 sl151-	102 Drop Ship	0	0 Coffee Traders ALLE	N COUNTY Fort Wayne	151 1
Allocations	LS-1436	Outbound	0	0		0
Load Schedules	LS-1435	Inbound	0	0 Coffee Traders ALLE	N COUNTY	150 1
Inbound Shipments	LS-1434	Inbound	0	0 Coffee Traders ALLE	N COUNTY Fort Wayne	148 1
Pick Lots	LS-1433	Inbound	0	0 Coffee Traders ALLE	N COUNTY	147 1
Stock Sales	LS-1432	Inbound	0	0 Coffee Traders ALLE	N COUNTY	144 1
Container Types	LS-1431	Inbound	0	0 Coffee Traders ALLE	N COUNTY Fort Wayne	142 1
Equipment Type	LS-1430	Inbound	0	0 Coffee Traders ALLE	N COUNTY Fort Wayne	141 1
Shipping Lines	LS-1429 LS-001	Drop Ship	0	0 Coffee Traders ALLE	N COUNTY Fort Wayne	0
Forwarding Agents	LS-1428 SL2	Inbound	181 2	2 Coffee Traders ALLE	N COUNTY Fort Wayne	139 1
Truckers	LS-1427 SL1	Inbound	181 1	2 Coffee Traders ALLE	N COUNTY Fort Wayne	139 1
Terminals	LS-1426 1	Inbound	0	0 Coffee Traders ALLE	N COUNTY Fort Wayne	138 1
Warehouse Rate Matrix	LS-1423 1	Inbound	179 1	1 Coffee Traders ALLE	N COUNTY Fort Wayne	137 1
Insurer						

Details Costs Custom	Audit Log (0) Comments (0)											
Туре:	V Truck No	>		~	Load No:	Creat	ed on Save		Dispatch:		In Progress:		
Scheduled Date:	reduled Date: Trailer No. 1		Supplier Loa			No:			By:		Transport/Tick	Transport/Ticket #:	
quipment v Trailer No. 2		o. 2:	Customer Ref			ce:			Dispatch Da	ite:	Received/Delivered:		
auler v Trailer No. 3		o. 3:	Comments:								Delivered Qua	Delivered Quantity:	
Driver	~												
+ Insert 🗙 Remove 📋	Copy 🔠 Layout 🔍	Filter Records ((F3)										
Vendor Vendo		Customer Location Item Purchase Cont					act Contract Seq. Company Loc.			Sales Contract Contract Seq.		Como	
venuor venuo	r Location Customer	Custom	ner Location	item	Pi	urchase Cont	act C	mu acu :	seq.	company Loc.	sales contract	concroce acq.	comp
vendor vendo	r Location Customer	Custom	ner Location	Item	Pi	urchase Cont	ract U	minaci:	seq.	company Loc.	Sales Contract	controct seq.	comp
	r Location Customer	Custon	ner Location	Item	Pi	urchase Cont	att C	muacu:	seq.	company Loc.	Sales Contract	contract seq.	comp
2	r Location Customer			item	Pi	urchase Cont			seq.	company coc.	sales contract	contract seq	Comp
	r Location Customer	Outbou		item	Pi	urchase Cont	Commo		seq.	company Loc.	Sales Contract	contracticely	Comp
< Inbound	r Location Customer		und	Item	Pi	urchase Cont			seq.		Net:	contractorq	Comp
< Inbound Vendor	r Location Customer	Outbox Custom	und	Item	P		Commo	n Info	Seq.				Comp
V	r Location Customer	Outbox Custom	und her her Location:		P	· ·	Commo	n Info	seq.	· · ·	Net:		Comp
Inbound Vendor Vendor Purchase Contract	r Location Customer	Outbou Custom Custom Sales Co	und her her Location:		P	×	Commo Item Quantity	n Info	Seq.	· · ·	Net: Weight UOM:		
Inbound Vendor Vendor	r Location Customer	Outbou Custom Custom Sales Co Contrac	und her Location: ontract		P	×	Commo Item Quantity UOM:	n Info	Seq.	· · ·	Net: Weight UOM: Lot Alias:		

- 3. The Load No. will be generated automatically while saving the record.
- 4. Click on Save button to save the record.

Details Costs C	ustom Audit Log (2) Co	mments (0)												
Type:	Drop Ship 🗸	Truck No	Truck1	~	Load No:		LS-143	9	0	Dispatch:		In Progress:		
Scheduled Date:	03/14/2016 04:29 PM	Trailer No. 1:	1	Supplier Load No:		sl151-102		E	By:		Transport/T	icket #:		
Equipment	Any ~	Trailer No. 2:	2	Customer Reference:		s102		0	Dispatch Da	te:	Received/De	livered:		
Hauler .	ALLEN COUNTY MOTO ~	Trailer No. 3:	3	Comments:		p151-s102					Delivered Q	uantity:	0.00	
Driver	~													
+ Update X Rer	move 🗍 Copy 🔠 Layout	Q. Filter	r Records (F3)							vu				
Vendor	Vendor Location C	ustomer	Customer Location	Item		Purchas	se Contr	oct Co	ntract Seq	į. (Company Loc.	Sales Contract	Contract Seq	. Compa
ALLEN COUNTY Fort Wayne Dino's Coffee C Olympia Br				Brazil R	I Rio Minas 2/3 151			1			Coffee Traders	102	1	Coffee
€														
Inbound			Outbound					Common	n Info					
Vendor	ALLEN COUNTY MOTO	IRS ~	Customer	Dino's	s Coffee Compa	any	~	ltem		Brazil Ri	o Minas 2/3 Sc 🗸	Net:		60.00
	Fort Wayne	~	Customer Location:	Olympia		~	Quantity:			1,000.00	Weight UOM:	MT	~	
Vendor Location:	151	~	Sales Contract 102		1		~	UOM:		Bags of 60 kgs		Lot Alias:		
		1		1			Gross:			60.00	Supplier Lot No:			
Vendor Location: Purchase Contract Contract Sequence	: 1		Contract Sequence:		e Traders		~	Tare:	e:		0.00	Production Date:		1.1
Purchase Contract		~	Company Location:	Coffee	e Traders									

5. User can create a new load schedule by click on New button and find the list of saved schedules by click on search button.

Load Schedule Creation from Generate Load:

User can create load schedules from Generate Load screen. Please refer help page on Generate Load Screen.

To edit an existing record.

- Open an existing record.
 Edit the required details and save.