

Transportation Management Appointment Scheduling Course

Course Synopsis

The TMS Appointment Scheduling Course provides an in-depth learning opportunity in the setup and use of appointment scheduling within the TMS. Students will receive instruction in both administrative set up of the mandatory and optional components of appointment scheduling. They will learn how this translates to the requested and confirmed appointments which are displayed in the Appointment Scheduling applet. Specific topics in the 1/2 day web course are listed below. This is a live instructor-led, web-based training.

Who Should Attend?

This course is designed for those users who are assigned the role of setting up and maintaining appointment scheduling in the TMS. System administrators in the TMS would also benefit from this course to learn the setup variations for the components of appointment scheduling and to help in modifying them to meet the shipper's business requirements. Warehouse schedulers would also benefit from this course by developing a deeper understanding of the administrative settings that support the load appointments they work with in Appointment Scheduling.

Prerequisites

We strongly recommend that students attend the TMS Fundamentals foundation course prior to taking this course, or have at least one year of broad user experience within the TMS application.

Learning Objectives

After attending this class, students should be able to:

- Understand the different ways that appointments can be entered into and managed in the TMS
- Explain the benefits of using appointment scheduling
- Search for, interpret, modify, and create appointments in the Appointment Scheduling applet.
- Set up appointment locations, docks and dwell time rules, and understand how the various options affect the appointment scheduling process
- Control user access to appointment scheduling information in the TMS
- Understand the differences between biasing profiles and standing appointments
- Understand how carriers can be enabled for EDI 214 transactions
- Run and interpret the advanced appointment scheduling reports
- Set up appointment validation profiles and rules
- Set up third party appointment scheduling including third party users

Course Agenda

- Introduction to Appointment Scheduling
- Appointment Scheduling Applet
- Appointment Locations
- Docks
- Standing Appointments
- Dwell Time Rules
- Appointment Scheduling Reporting
- Carrier EDI 214 Appointment Scheduling
- Appointment Validation Profiles and Rules
- Third Party Appointment Scheduling

Cost

\$500 (due at registration)

What to Expect

- After enrollment, students will receive a link to the web meeting for the training. It is recommended that students save this meeting notice in their calendar with a reminder. A phone number for the associated conference call will be provided when the student logs in at the beginning of the course.
- Students will receive a soft copy of the slide presentation from the course and a set of self-guided exercises that can be performed after the course in a test environment.

For More Information email: BlujayU@BlujaySolutions.com

Enroll at www.BlujaySolutions.com/Training