

4. Update Delivery Information:

This enables the user to update individual freight bills only after they have been checked in using the Driver Check-In option. This option may NOT be available to all companies.

```

00/00/00 14:48:43                TRUCKING INC
STSUPD                            Freight Status Update

Freight Bill #: 101010101        Date 9/27/01
SHIPPER: ADT DISTRIBUTION        SEATTLE      WA 98168 SEA
CONSIGNEE: XXX CO                SEATTLE      WA 98168 SEA
Options:
2=Update Status
                                C=COMMENT  N=NOTEPAD  B=BOTH
Op Sq Signature   Status   Cond.    Date     In   Out   Driver # Orig Dest Nt
__  1              PU      CLEAR   9/27/01 14:43 15:10   1815
__  2 John Doe    DELV    CLEAR   9/28/01 11:34 12:30   400
    
```

Enter "2" in the option field next to the pickup or delivery line you wish to change and press enter.

```

                FREIGHT - DELIVERY INFO UPDATE | TRUCKING INC

Bill #..... 101097558
Terminal (Orig.).... SEA SEATTLE
(Dest.)..... SEA SEATTLE
Shipper Name.....ADT DISTRIBUTION
Consignee Name..... XXX Co
Address..... 1900 S 146TH ST
Total Pieces..... 00004
Weight..... 006293

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Pickup Driver..... 00001815
Delivery Driver..... 00000400
Delivery Date..... 092801
Delivery Signature... _____
Delivery Status..... _____
Delivery Condition... _____
Delivery Comment... _____
Delivery Time In..... 1443
Delivery Time Out... 1510
    
```

Key in the desired changes in the bottom half of screen, press **enter**, then **F2** to update.