

Mainchain Quick Start Guide



Welcome to **Mainchain** - Our global supply chain portal.

For more detailed information, please download or print a manual from the help section of Mainchain.

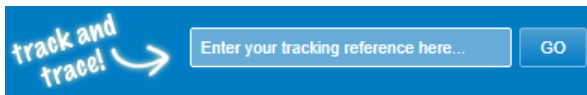
In this Mainchain manual you will find a short instruction on the basic functionalities related to your road shipments within Mainchain. Modalities such as Warehousing and Air & Ocean are not covered in this manual.

Mainchain can be accessed at the following web address: <https://eu.mainchain.net/>

Several search options are available in Mainchain.

1. Track and Trace searchbar

The track and trace search bar is located at the top right.

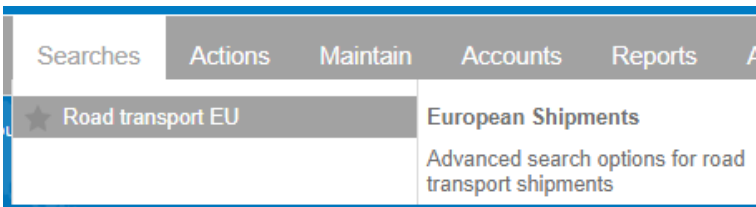


You can search here for:

- Mainfreight Shipment number
- Your own reference numbers
- A barcode number

2. Search option "Road transport EU"

Using the menu button "Search" → "Road Transport EU" you can perform a search in various ways.



You can search here by a part of your order number, with a certain date range, or by a certain destination.

Advanced Search

[Reset](#)
Show/Hide Criteria

FIND	WITH	WHEN	WHERE
<p>EU Shipment </p> <p>Shipment: <input type="text" value="Type a Shipment number..."/></p> <p>Order: <input type="text" value="Type an Order number..."/></p> <p>Use Specific Search</p>	<p>Order (partial): <input type="text" value="Type an order number..."/></p> <p>Reference: <input type="text" value="Type a reference number..."/></p> <p>Barcode: <input type="text" value="Type a barcode number..."/></p>	<p>Today </p> <p>From: <input type="text" value="8 Jul 2021"/> </p> <p>To: <input type="text" value="8 Jul 2021"/> </p>	<p>Status: <input type="text" value="Select options"/> </p> <p>Origin:</p> <p>Country: <input type="text" value="Eg: Belgium or BE"/></p> <p>Postal code: <input type="text" value="From..."/> <input type="text" value="To..."/></p> <p>Destination</p> <p>Country: <input type="text" value="Eg: Belgium or BE"/></p> <p>Postal code: <input type="text" value="From..."/> <input type="text" value="To..."/></p>


[Save Search](#) [Search](#)

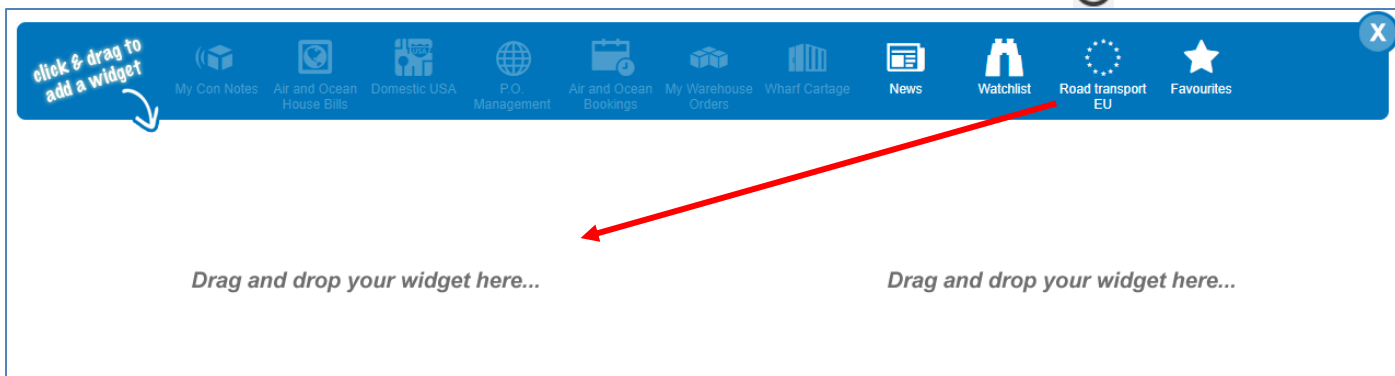


3. "Road transport EU" widget

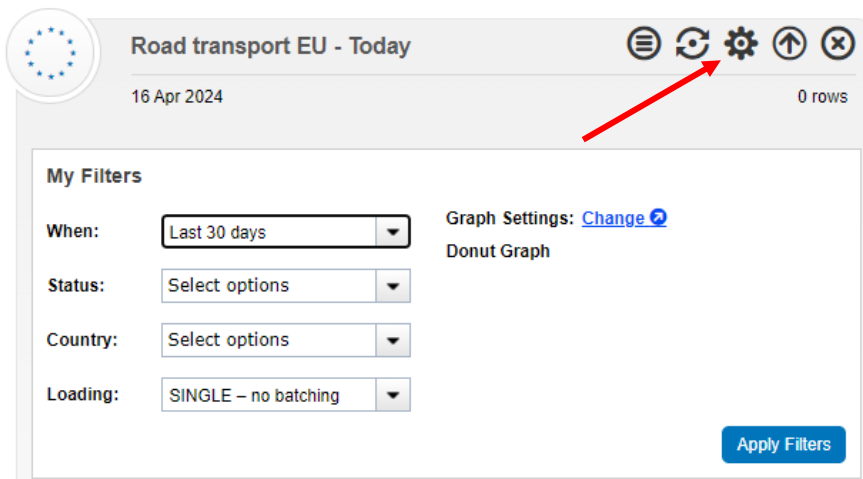
You can create your own dashboard by dragging the different widgets from the blue bar to the dashboard as shown below.

The widget "Road Transport EU" displays the road transport shipments from the period you selected (maximum 30 days). If the shipment is further in the past, you can use one of the 2 other search options described earlier.

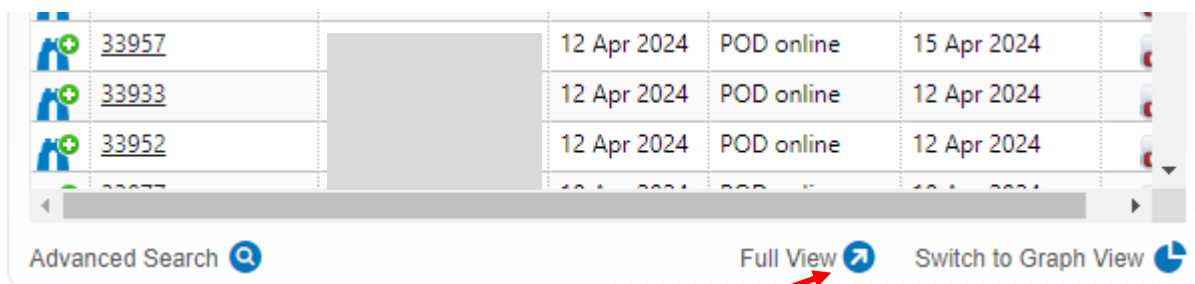
To remove a widget from your dashboard, you can drag it back to the widget toolbar or click in the widget on 



Using the filter button  you can apply certain filters.



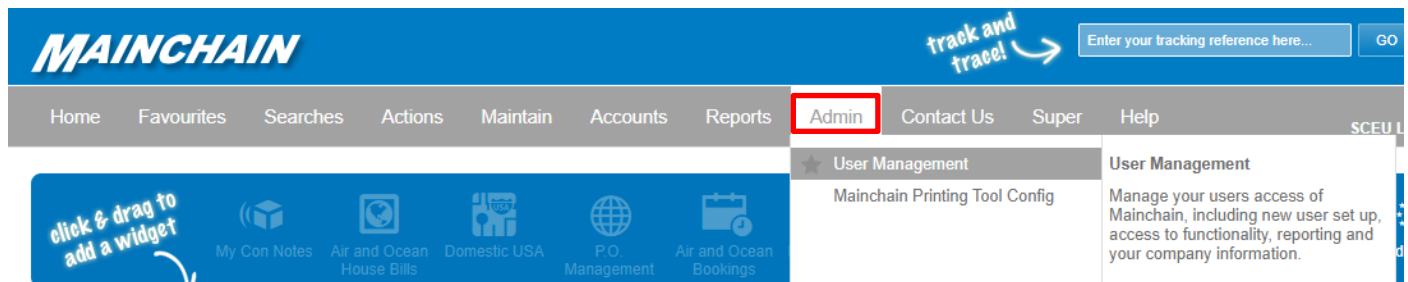
The "full view" option gives you a more comprehensive view with a number of additional columns. In addition, from here it is also possible to search in any column.



4. User Management

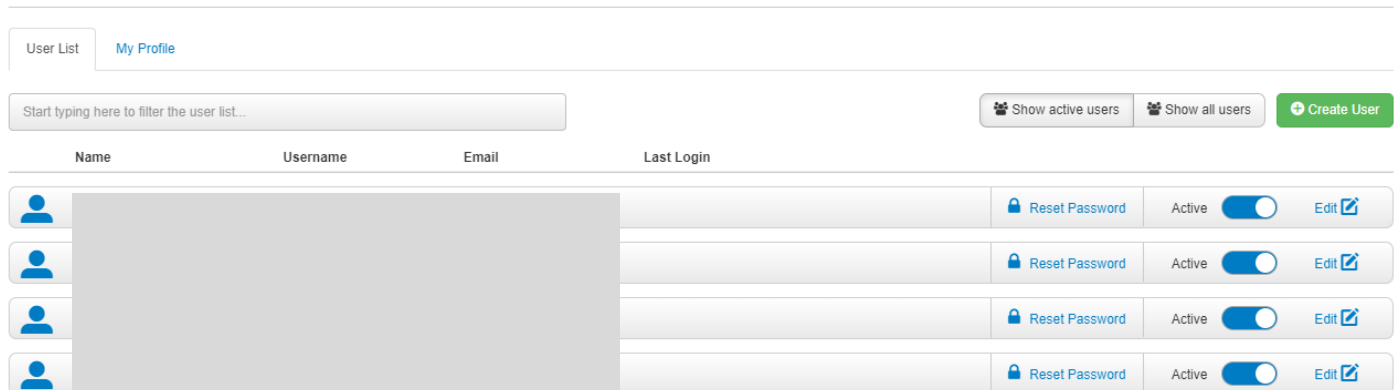
Under the menu button "Admin" you will find the option "User Management".

Here, main users (created by Mainfreight) can create, modify or delete users themselves. You can authorize users individually for certain functionalities within Mainchain.

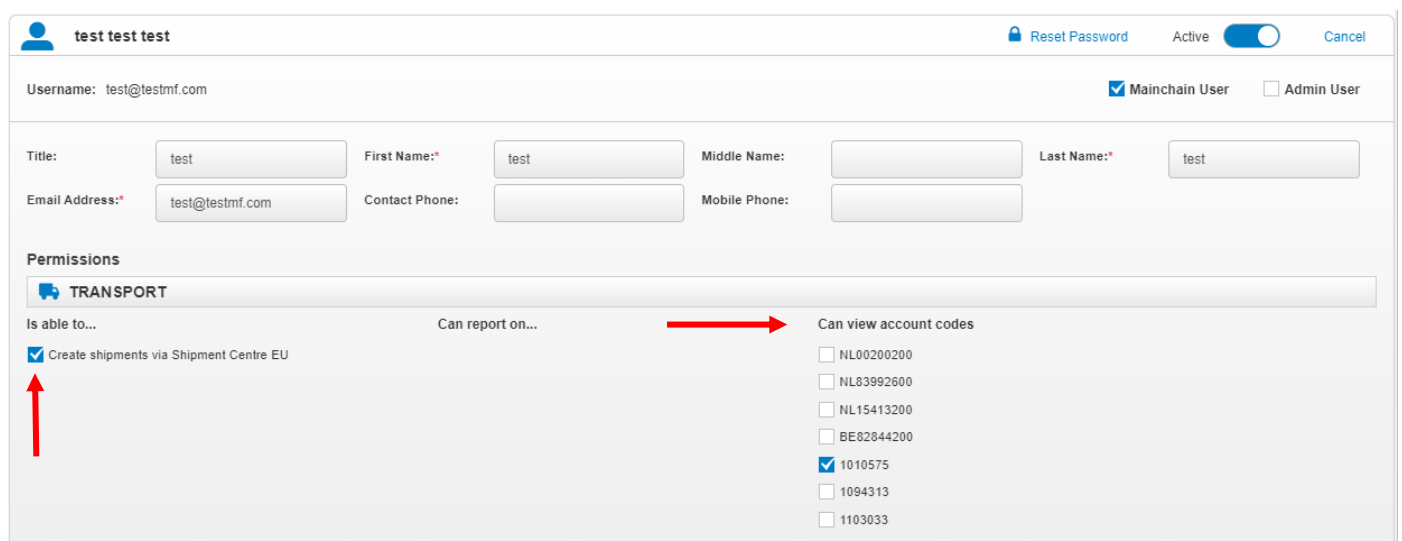


You can see within the "User management" option which sub-users are currently active, and for each account you can see what rights each user has.

User Management

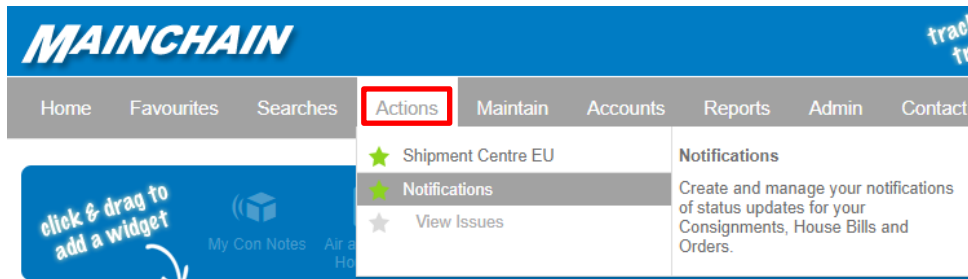


When you press the edit option next to the profile, you can assign various rights to a user. Such as which customer numbers the profile may view shipments from and whether this profile may also book shipments via Shipment Centre EU.



5. Notificaties

Under the "Applications" menu button, you will find the "Notifications" option.



Here, master users can set notifications for shipments. There are four options of notifications that can be switched on:

Picked Up / Collected:

You will be notified when a shipment has been loaded at the pick-up address.

Out for delivery:

You will be notified when the shipment is on its way to the delivery address.

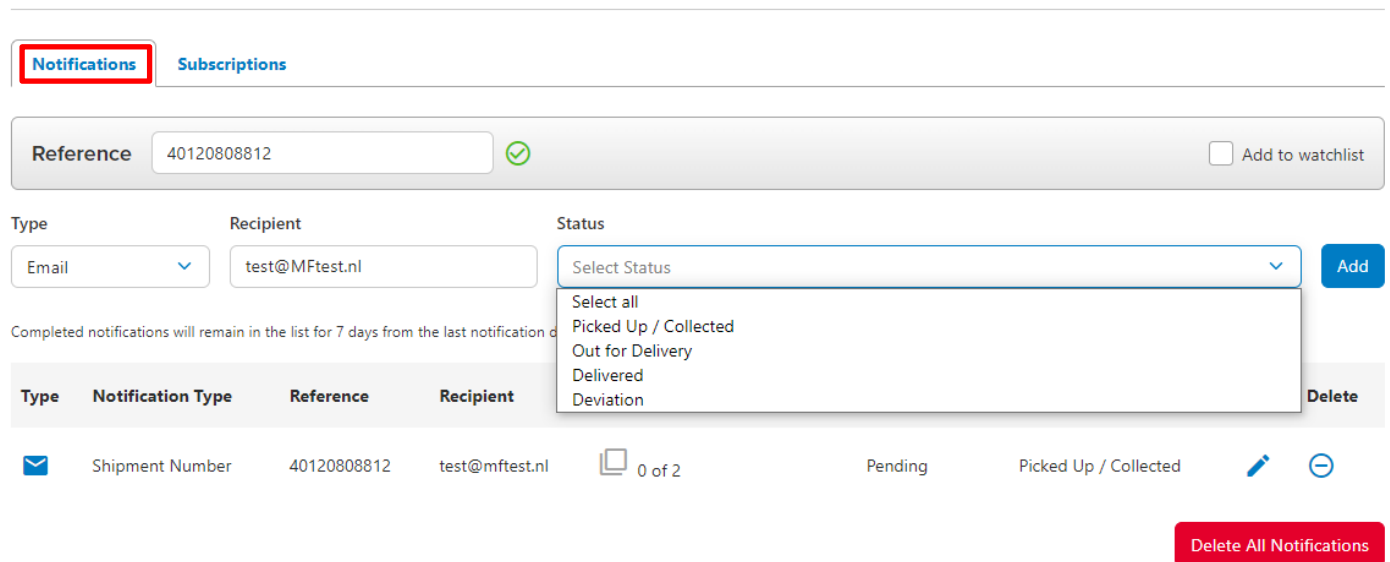
Delivered:

You will be notified when the shipment has been delivered to the delivery address.

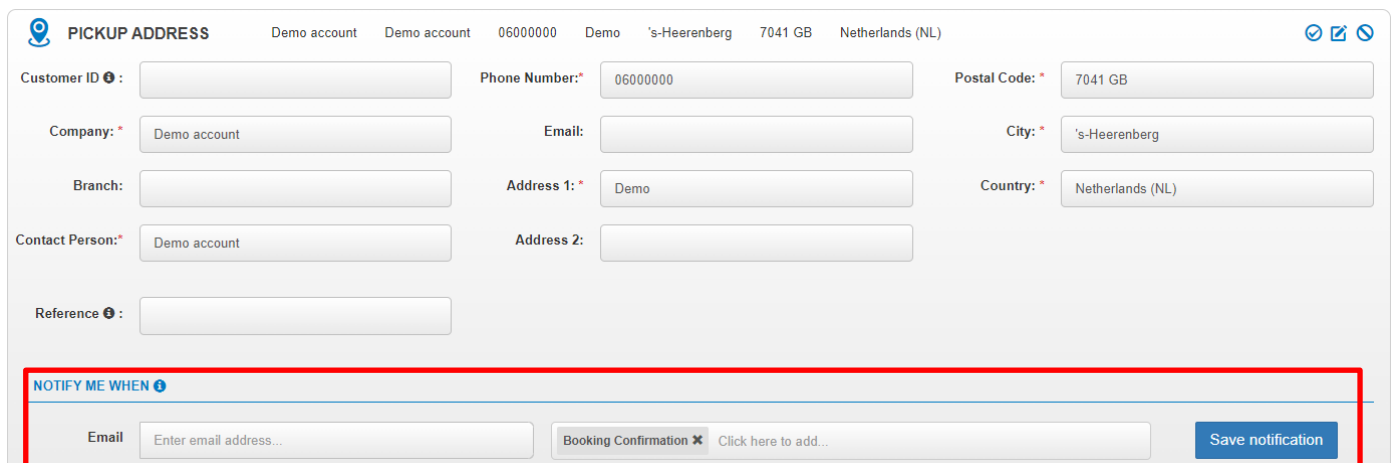
Deviation:

You are notified when a deviation is detected in the shipment. This could be a delay, for example.

☑ Notifications



In the notification overview, you will also see the notifications you saved in Shipment Centre while booking a shipment.



6. Subscriptions

Under the "Applications" menu button, you will find the "Subscriptions" option in addition to the Notification option.

Here, master users can set up notifications at account level. So, this means when you add an email here, this email address will receive the chosen notification for all shipments.

Notifications




Notifications **Subscriptions**

Subscription Type: EU Shipment Account Code: 1094313

Type: Email Recipient: Mainfreight@test.nl Status: Select Status Add

Picked Up / Collected X Out for Delivery X Delivered X Deviation X

⊖

Type	Subscription Type	Account Code	Recipient	Status	Warehouse	Edit	Delete
	Shipment Number	1010575	Mainfreighttest@mf.com	Picked Up / Collected Out for Delivery Delivered Deviation			

Delete All Subscriptions