Login

既可以从主菜单登录、也可以点击主页面右上角的Login选项、输入用户名和密码进行登录。即使不登录,也可以使用Flight Search和Tracking这两项功能。

※使用Flight Search的选项直接进行预约时、需先进行登录才可预约。

		1			2		A Log
Q Flight Searc			Tracking				
Login	Destination		205	AWB No.			
Origin	Destination						
Shipping Date	Arrival Date				Track		
Shipping Date	Arrival Date	#					
		Search					
		Scarch					
	_						
		_					
						[
	Search						Login
	Search iCargo Login			×			Login
	, Search iCargo Login			×			Login
	Search Dargo Login Login to your accourt	nt		×		Usernan	Login
	Search iCargo Login Login to your accour	nt		×		Usernan	Login ne
	Search Cargo Login Login to your accour	nt		×		Usernan Passwoi	Login ne
	Search Cargo Login Login to your accour Usemame Password	nt		X		Usernan Passwol	Login y ne rd ember me
	Search Cargo Login Login to your accour Login to your accour Login to your accourt Password	nt		×		Usernan Passwol Reme	Login ne rd ember me
	Search Cargo Login Login to your accour Jsemame Password Remember me	nt		×		Usernan Passwor Reme For	Login ne rd ember me rgot Password

Login / eSPICA Manual

登录后、系统会显示Booking栏

Screen : Home Screen

预约时、	点击New	/ Bookings键系统会	跳转至List Bookings画面 (<u>p.9</u>)	跳转至Flight	Search画面 (<u>p.8</u>)	跳转至Tracking画面 (<u>p.10</u>)
自动跳转	专至Bookir	ng画面 (<u>p.4</u>)				
_						
		A Booking	My Booking	Q Flight Search		
		Existing booking		Origin	Destination	
		205 AV	VB No.	Origin	Destination	
			New Booking	Shipping Date	Arrival Date	
			_	Shipping Dat	Arrival Date	
,					• Search	
e	en					
		Tracking				
		205 AV	VB No. +			
			Track			

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Account Info

可阅览账户信息

Screen : Account Info					点击Edit	t Account	: Info可编辑、 I	更改帐户信息	
User Profile									
My Details						G	Edit account info		
🛓 Portal User									
🖹 Contact Details									
Туре	Email Address		Phone Number		Mobi	le Number			
Official	A@A.COM								
Personal									
Required Notifications									
✓ Arrived	✓ Dep:	arted	🗸 Del	ivered		✓ MALFWD			
 Received from flight 	🗸 Ship	ment accepted	🗸 Tra	nsferred					
Change Password									
		Ser Profile							
		My Details							
		User Id*		Title	First Name*			Last Name	
可选择语言		A		WII. *	FORTAL US				
		Agent			NH			English	•
		Contact Details							
忘记密码时,可通过排		Address1			City		Country		Zip/postal code
定邮箱找回密码		Address			City		Country		Zip/Postal Code
		Tree				Dhene Number		Mahila Number	
		Туре	Email Address		*	Phone Number			
可指空控收Notificati	on	Official	A@A.COM			Phone Number		Mobile Number	
的邮箱		Personal	Email id			Phone Number		Mobile Number	r
						-			
		Required Notifi	cations		Тира	E-Mail T	Value		Add
		Booking			Email	L mun	Value		,
可提前设置希望受到的]	🗕 🖉 Shipment a	ccepted		Email	•			
Notification信息		Departed			XXX_TEMF	^o @temp.com			e 🕯
(Arrived / Departed	/	Arrived	an finht						
Delivered / Received		 Received from 	om liight	-					
from flight / Shipmer	nt								0
accepted / Transferr	ed								Save Cancel
)									
※也可在预约的									
Summary页面内变更新	希								
望接收的信息。									

Account Info / eSPICA Manual

Screen : Booking – Shipment tab

						———— 输入AWB出票日期
	Booking				205	-19317476
输入MAWB NBR	Shipment		Itinerary		Summary	
点击New/List	AWB No					(+希望到达的时间)
	205 19317476	Destination*	New/List		Search Template	
	HND	LAX	27-Jul-2020	•	i 30-Jul-2020 ● i i i i i i i i i i i i i i i i i i	选择Forecast
输入GEN, XPS, ——	GEN	Commodity*	Shipment De	scription*	SCC	(FSTO, FST1,
FRT等代码	Pieces" Weight	r	Volume"	Copy Sł	hipment Info Forecast Status	FST2, FNL)
	10 100	Kilogram	✓ 1 Cub	c Meters 🗸 🗹	FST1	
た) Develing Dete	Dimension					点击箭头,打开详
输入Bond-In Date	ULD Type/Group					▲ · · · · · · · · · · · · · · · · · · ·
※ · · · · · · · · · · · · · · · · · · ·	Payment type*	Pick up Point Pick up Point	Shipment re 27-Jul-2020	dy time*	Shipment Ready Time	
入	Handling Instructions		Handling Re	narks		
비가 [6]	DO NOT STACK ANY O	OTHER CGO	PAD Remai	ks		
选择(如果适用)——	DO NOT STACK HVY C	CGO				
	Additional Info				Reset	Nest
如有DG情报,点						
击这里并输入						输入完成后,点
※如果在SCC栏输						——— 击Next到下页
入DGR和ICE等代						
码, Additional						
Info将自动表示						
i i i						
	Dimension					
	Length (CM.)	Width (CM.)	Height (CM.)	Pcs		
	30	39	39	1		
	0	0	O	0	+Add ●	输入完成后,点
	4					, 击Add
	LII D Type/Group					
	ULD Type/Group	NO OF ULDS	ULD Weig	m		
INTACT的情况 ——	PMC	1	0.0		[⊕] Delete	
输入ULD的代码	Uld Type/Group	0	0.0		-+-Add	

Make/Update Reservation 1 / eSPICA Manual

Screen : Booking – Itinerary tab

	Shipment		Itinerary	Add	litional Info			Summary	
Selected Fligh	t Details								
O Add Flight									
Flight No.		Origin	Destination	Date		Pieces	Weight	Volume	
e.g. NH	e.g. 0001	Origin	Destination	Flight Date	#	0	Weight	0.0	

Remarks	
Remarks	·····
	[2] Save Template Next-
	·····



码一并显示。

DG的输入方法

Image: Second and Fraces Decks Constraining SCC Decks Constraining	:::: Booking									205-19821	970	PRODUCT	 恒输入DGR	
Contraction of fraces Details Contrac		Shipment		Itine	rary			Sun	nmary					
Image: Image	AWB No													
Cardination Processing Construction Co	205	19821970		New/List				Search Tem	plate		_			
Converting Specific Marginal Specific	HND		LAX		24-Sep-2020		#	26 Sep-202	0	23:59	(2)	于 SCC 栏	中输入 DG	代码
audio ioa Cuedo #AUCRERKWARD #AUCRERKKARD <	Product		Commodity*		Shipment Description*			scc				(RFL 等)		
Way Way Data Series Way	DGR		CNSL		CONSOL			RFL			*	※如已完成	爆炸物检测	则, 则
Linetations Implementations Parentians Parentians Parentians	Pieces*	Weight*	Kilogram 🗸	Volume*	Cubic Meters	~	Copy Shipmen	t Info	Forecast S	tatus	~	输入 SPX		
Ub Dyportoree ● Prevent weig weig weig weig weig weig weig weig	Dimension										~			
Prevent	ULD Type/Group										~			
Image: State and Final State a	Payment type*		Pick up point		Shipment ready time*									
were generating interments interments interments intere interments	PP	~	Pick up Point				雦	Shipment R	eady Time					
DCDS)详细情报 PERCENCE No of TANKA OLYPER PRG TANK	Handling Instructions				Handling Remarks									
Letter SCC Code Vegit (vidogam) Corplementary SCC Details Cool Facility Code Code Vegits Code					PAD Remarks									
Executed Lines 送祥Additional Info, (4如果没有先在SCC栏输入DGR和 代码, Additional Info/将没有表示) Executed Lines Contract Contend Contract Contract Contract Contract Contract Contract Contr														
(*如果没有先在SCC栏输入DCR和 代码。Additional Info部没有表示)	Additional Info 🗆								Re	set C Nex	<mark>↦</mark> 选择/	Additional lı	nfo,	
KPL Additional Info将没有表示 Fit Booking Shipment tilnerary Additional Info Summary Capture Dangerous Goods Details UNID No PSN Class SCC CAO Active PG PI Pig TilNet QAy Per Pkg Risk1 SCC Il 10 1 10 1 10 1 10 1 10 1 10 1 10											(※如馬	果没有先在S	iCC栏输入D	GR和
Booking Shipment Itinerary Additional Info Summary Capture Dangerous Goods Details UNID No PSN Class SCC CAO Active PG PI Pkg Ti/Net Qhy Per Pkg Risk1 SCC UNID No PSN Class SCC CAO Active PG PI Pkg Ti/Net Qhy Per Pkg Risk1 SCC I145 ■ Carbon • 9 ICE ● ● 954 1 10 • ● Capture Cool and Frozen Details Cool Facility											代码,	Additiona	l Info将没有	ī表示)
Shipment Itinerary Additional Info Summary Capture Dangerous Goods Details UNID No PSN Class SCC CAO Active PG PI Pkg Til/Net.Op/Per Pkg Risk1 SCC UNID No PSN Class SCC CAO Active PG PI Pkg Til/Net.Op/Per Pkg Risk1 SCC USIDY###情报 Cool Facility Pice Pl														
Capture Dangerous Goods Details UNID No PSN Class SCC CAO Active PG PI Pkg Ti/Net Qly Per Pkg Risk1 SCC 1 1845 Carbon • 9 ICE • 954 1 0 • • Codbract 9 ICE • 954 1 0 •			Sh	ipment		Itinera	ry		Add	itional Inf	D		Summary	
Capture Dangerous Goods Details														
UNID No PSN Class SCC CAO Active PG PI Pkg TI/Net Qty Per Pkg Risk1 SCC ● 1845 ■ Carbon • 9 ICE ● ● ● ● ● ● ● ● ● ● ● ● ● ● ● ● ● ● ●			Capture Da	ngerous Good	ds Details									
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DG的详细情报 Carbon・9)ICE 954 1 10 ・ Capture Cool and Frozen Details Cool Facility Freezer Facility Cool Facility Freezer Facility Cool Facility Freezer Facility Cool Facility ICE Weight (Kilogram) ICE					Class	SCC	CAO	Active			Pkg	TI/Net Qty Pe	r Pkg Risk1	SCC
DG的详细情报 Cool Facility Cool Facility Cool Facility Freezer Facility Cool Facility Cool Facility Cool Facility Freezer Facility Cool Facility Cool Facility Freezer Facility Cool Facility Freezer Facility Cool Facility Freezer Facility Freezer Facility Cool Facility Freezer Faci			1045	·····					-	054	-	10	-	
DG的详细情报 Cool Facility Cool Facility Cool Facility Cool Facility Freezer Facility Cool Facility Cool Facility Freezer Facility Cool Facility Freezer Facility Freezer Facility Cool Facility Freezer Facility Fre			1845	Carbor	9	ICE			•	954	1	10	•	
DG的详细情报 Cool Facility Cool Facility Cool Facility Cool Facility Freezer Facility Cool Facility Complementary SCC Details SCC Code Weight (Kilogram) ICE Veight ● Freevious			4											•
DG的详细情报 Cool Facility Cool Facility Cool Facility Freezer Facility Cool Facility Cool Facility Cool Facility Freezer Facility Cool Facility Freezer Facility			Capture Co	ol and Frozen	Details									
DG的详细情报 Cool Facility Cool Facility Freezer Facility Freezer Facility Cool Facility Cool Facility Freezer Facility Cool Facility Freezer Fac	1													
Cool Facility Freezer Facility Complementary SCC Details SCC Code Weight (Kilogram) ICE Previous Previous Reset? Next >	.DG的详细情报		Cool Facili	у		Free	zer Facility	1						
Complementary SCC Details SCC Code Weight (Kilogram) ICE Weight			Cool Fac	ility	*	Fre	eezer Fac	lity		÷				
Complementary SCC Details SCC Code Weight (Kilogram) ICE Weight														
Complementary SCC Details SCC Code Weight (Kilogram) ICE Weight														
SCC Code Weight (Kilogram) ICE Weight € Previous Reset? Next														
ICE Weight			Complemen	tary SCC Det	tails									
Previous			Complemen SCC Code	tary SCC Det	tails			Weight (F	Kilogram)					
			Complement SCC Code	tary SCC Det	tails			Weight (F	Kilogram)					
←Previous Reset? Nevt→			Complement SCC Code ICE	tary SCC Det	tails			Weight (H	Kilogram)					
			Complemen SCC Code ICE	tary SCC Det	tails			Weight (H	Kilogram)					

DG的输入 / eSPICA Manual

关于COL,FRO货物的输入方法(不包含dry ice)

Shipment	Itinerary	Additional Info	Sum	nary	① SCC栏输入COL (FRO
AWB No					※如已通过爆检、输入
205 19317476	N	sw/List 🗮	Search Template		
Origin*	Destination*	Shipping date*	Arrival date*		
HND	LAX	27-Jul-2020	🗯 30-Jul-2020	23:59	
Product	Commodity*	Shipment Description*	SCC		
GEN	FOOD	FOOD STUFF	× GEN × COL	÷	
Pieces* Weight*	V	ume* Cop	y Shipment Info Foreca	st Status	
10 100	Kilogram 🗸 1	Cubic Meters 🗸	FST1	~	
Dimension				~	
ULD Type/Group				~	
	2 14				
Payment type-	Pick up Point	27-Jul-2020	Shinment Ready Time		
	There ap Toma				
Handling Instructions		Handling Remarks			
	20	PAD Remarks			
DO NOT STACK ANT OTHER CO	30				
					· · · · · · · · · · · · · · · · · · ·
					选择Additional Info,
					(*如果没有先在SCC栏输入DC
Additional Info				Reset2 Next	等代码。Additional Info将没有
	III Boo	sing			
	III Boo	shipment I	tinerary	Additional Info	Summary
	∷ Boo Captu	Shipment I e Dangerous Goods Details	tinerary	Additional Info	Summary
	∷∷ Boo Captu	shipment I e Dangerous Goods Details	tinerary	Additional Info	Summary
	E Boo Captu	shipment I e Dangerous Goods Details	tinerary Radio	Additional Info	Summary No of Sub
	Captu	shipment I e Dangerous Goods Details NID No PSN Class Si	tinerary Radio CC CAO Active P	Additional Info G PI F	Summary No of Sub Pkg TI/Net Qty Per Pkg Risk1 SCC
	Captu	shipment I e Dangerous Goods Details NID No PSN Class So 1845 E Carbon V 9	tinerary Radio CC CAO Active P	Additional Info G PI F	Summary No of Sub Pkg TI/Net Qty Per Pkg Risk1 SCC
	Captu	Shipment I e Dangerous Goods Details NID No PSN Class Su 1845 Carbon • • 9 Iu	tinerary CC CAO Radio Active P CE 0	Additional Info G PI F	No of TI/Net Qty Per Pkg Risk1 SCC
	Captu	shipment I e Dangerous Goods Details NID No PSN Class Si 1845 III Carbon I 9 II	tinerary CC CAO Active P CE	Additional Info G PI F V 954	No of TI/Net Qty Per Pkg Risk1 SCC
	Captu	shipment I e Dangerous Goods Details NID No PSN Class So 1845 I Carbon V 9 I	tinerary CC CAO Active P CE	Additional Info	No of TI/Net Qty Per Pkg Risk1 SCC
	Captu	Shipment I e Dangerous Goods Details NID No PSN Class So 1845 I Carbon V 9 1	tinerary CC CAO Active P CE	Additional Info	No of TI/Net Qty Per Pkg Risk1 SCC 1 10 •
	Captu Captu	ting Shipment I Dangerous Goods Details NID No PSN Class Su R45 Carbon 9 K Class Su R45 Carbon 9 K Su	tinerary CC CAO Active P CE	Additional Info	No of TI/Net Qty Per Pkg Risk1 SCC 1 10 • .
	Captu Captu Captu Captu Coo	Shipment I e Dangerous Goods Details NID No PSN Class Si 1845 Carbon e Cool and Frozen Details Facility ol Facility	tinerary CC CAO Radio P CE P Freezer Facility Freezer Facility Freezer Facility	Additional Info	No of TI/Net Qty Per Pkg Risk1 SCC
	Captu Captu Captu Captu Captu	shipment I e Dangerous Goods Details NID No PSN Class Si 1845 E Carbon V 9 1 e Cool and Frozen Details Facility	tinerary CC CAO Radio CC CAO Active P CE Freezer Facility Freezer Facility	Additional Info	No of Sub Pkg TI/Net Qty Per Pkg Risk1 SCC 1 10 •
	Captu Captu Captu Captu Captu	ting Shipment I e Dangerous Goods Details NID No PSN Class St 1845 III Carbon ↓ 9 II e Cool and Frozen Details Facility ol Facility ↓	tinerary CC CAO Radio CC CAO Active P CE Freezer Facility Freezer Facility	Additional Info	No of Sub Pkg TI/Net Qty Per Pkg Risk1 SCC 1 10 • .
	Captu Captu Captu Captu Captu	ting Shipment I e Dangerous Goods Details NID No PSN Class St 1845 III Carbon ↓ 9 II e Cool and Frozen Details Facility ol Facility ↓ ementary SCC Details	tinerary CC CAO Radio P CE Freezer Facility Freezer Facility	Additional Info	No of Sub Pkg TI/Net Qty Per Pkg Risk1 SCC 1 10 • ,
ool Facility(Frozen fac	Eility)	shipment I e Dangerous Goods Details NID No PSN Class Si 1845 ■ Carbon • 9 9 11 e Cool and Frozen Details Facility ol Facility \$	tinerary CC CAO Active P CE Freezer Facility Freezer Facility	Additional Info	No of TI/Net Qty Per Pkg Risk1 SCC 1 10 • •
pol Facility(Frozen fac λ 雲要保冷的机场代码	Eility)	shipment I Shipment I e Dangerous Goods Details NID No PSN Class Si 1845 ■ Carbon • 9 9 1 1 e Cool and Frozen Details Facility ol Facility \$	tinerary CC CAO Radio P CE CE Freezer Facility Freezer Facility Weight (Ki	Additional Info	No of TI/Net Qty Per Pikg Risk1 SCC 1 10 •
pol Facility(Frozen fac 入需要保冷的机场代码。 王在NRT的Frozen保	Eility)	shipment I e Dangerous Goods Details NID No PSN Class Sa 1845 ■ Carbon • 9 1 1 e Cool and Frozen Details Facility ol Facility \$	tinerary CC CAO Active P CE Freezer Facility Freezer Facility Weight (KI	Additional Info	Summary No of TI/Net Qty Per Pkg Risk1 SCC 1 10 •
ool Facility(Frozen fac 入需要保冷的机场代码。 于在NRT的Frozen保 零要选择-5°C或-15°C	Sility)	Shipment I e Dangerous Goods Details NID No PSN Class Si 1845 Carbon e Cool and Frozen Details Facility ol Facility ol Facility ermentary SCC Details	tinerary CC CAO Radio P CE CE CAO Freezer Facility Freezer Facility Weight (Ki Weight	Additional Info	Summary No of TI/Net Qty Per Pkg Risk1 SCC 1 10 • • • •
ool Facility(Frozen fac 入需要保冷的机场代码。 于在NRT的Frozen保 需要选择-5°C或-15°C	Sility)	Shipment I e Dangerous Goods Details e Dangerous Goods Details NID No PSN Class SR 1845 Carbon e Cool and Frozen Details Facility ol Facility ementary SCC Details Code	tinerary CC CAO Radio P CE	Additional Info	No of Summary Pkg TI/Net Qty Per Pkg Risk1 SCC 1 10 •

KCL、FRZ 货物的输入(无 dry ice) / eSPICA Manual

关于COL, FRO货物的输入方法 (包含dry ice)

ica													
AWB No	Shipment	Itin	erary	P	Additional Info			Summary	205-19317476	1)SCC栏输。 ※如已通道	へCOL (FF 过爆检、输	RO)和ICE代 入SPX
205 Origin" HND	19317476	Destination" LAX	New/List 🔳	Shipping date* 27-Jul-2020		#	Search Template Arrival date* 30-Jul-2020	*	23:59				
Product GEN Pieces*	Weight*	Commodity* FOOD	Volume*	Shipment Descriptio	n*	Copy Shipment In	SCC X GEN X CO	DL × ICE	A V	-			
10 Dimension	100	Kilogram	v 1	Cubic Mete	rs 👻			FST1	* ~				
ULD Type/Grou Payment type*	ιp	Pick up point		Shipment ready time	e'				~				
PP Handling Instruction	ب	Pick up Point		27-Jul-2020 Handling Remarks			Shipment Ready	Time					
	DO NOT STACK ANY OTHER CO DO NOT STACK HVY CGO	GO		PAD Remarks								•	
											选择Additio	onal Info,	
Additional later								Base	Marth Start		(※如果没有 和ICE等代码	先在SCC格 马,Additio	E输入DGR nal Info将浴
											HANN		
			Booking										
			Shipmen			Itinerary		Ac	Iditional Info)	S	ummary	
② 输入ICE的详细	情报。	C	Capture Dangerou	us Goods Deta	ails								
			UNID No	PSN	Class	SCC CA	Radio .O Active	PG	PI	No of Pkg	TI/Net Qty Per	Sub Pkg Risk1	SCC
		E	1845 🔳	Carbon • 🔻	9	ICE		•	954	1	10	v	
在Cool Facility(F 需要保冷的机场代码	rozen facility) 马。		Capture Cool and	Frozen Detai	ls								Þ
※天于在NRT的Fr 5℃或-15℃	OZEN保冷,需要	党远徉-	Cool Facility			Freezer F	acility						
L		•	Cool Facility		*	Freezer	Facility		*				
		C	Complementary S	CC Details									
			SCC Code				Weigl	ht (Kilogram)				
④ 关于Dry ICE的 根据の論 ³	的信自户 和		ICE				Weig	ht				÷	
低	ちょう うう ひょう うち		Provious									asot a Ner	d
		•	Previous								R	Nex	

KCL、FRZ 货物的输入(有 dry ice) / eSPICA Manual

关于FNL的输入方法

②将Piece,Weight,Volume栏更新为



FNL 的输入方法 / eSPICA Manual

Screen : Booking – Summary tab

点击Book并表示Status	单击每个字段中的"Edit 该信息的屏幕	"以移至用于编辑	选择Spot rate	、输入希望的価格 	
 予約のスペースが確保されました。 					×
### Booking					205-19317476
Shipment	Itinerary	Additiona	al Info	Summary	
Shipment Details	@'Edit	Rating And Charges			
HND-LAX	10	52605 JPY		1670 JPY	
CNSL VASRRK	Pieces 100.00KG	Freight Charges		Other Charges	
GEN Product	Weight	Rate type : MARKET Rate : 315 JPY			
		Spot rate required		•	
Flight Details	@Edit	Charge	Rate	JPY	~
NH1786 28-Jul-2 HND-LAX	2020 06:00(S)-13:00(S)+1				54275 JPY
					Total Charges
Participant Details		Additional Info			[2]Edit
Domarke	ZEdt	Total number of UNIDs :		1	
IVEINEIKS		Total number of Pkgs.: Cool Facility :		1	
		Freezer Facility :			
Subscribe Notification					
	Fuel Feel	Add			
Booking Shipment Accepted	Email	7.00			
Departed Flight Arrived	YASBRKyljpbccbooking@jp.yusen-k	ogistics.com		8	÷
Received From Flight Shipment Arrival Notification	• •				
Transferred	•				
·i					
Save AWB Data		Book	🕀 Print	Cancel Booking	
		L			
			根	 据输λ的信息 进行署	硕约
) # 按 你 把 这 计 由 フ 邮 他 龄 此 始 这 的 /	Arreit cond. (按	下后状态显示在屏幕」	页部
选择您想通过电子邮件接收的通知。(A	Arrived /				
Departed / Delivered / Received fr	rom flight /				
	1				
	P.				
	可在	NOTIFICATION指定目	标电士		
	邮件	地址			

Make/Update Reservation 4 / eSPICA Manual

Flight Search

Screen : Flight Search

		只输入Shipping Da	te也可检索航班		
Q Search Options					点击Advanced
Origin*	Destination*	Date Rang 10-Feb-2	e* 017 to Arrival Da	te	Search、 可指定航班或进
Flight Number e.g. NH e.g. 0001	Skip Airport Skip Airport			Advanced Gearch	113kip Alipoi
Right List				Display Clear	午前人机场代码、 系统会显示不约 由该机场的路约
1 NH 0919	NRT 30-Mar-2017 09:50 (S)	+ 03h 05m +	PVG 30-Mar-2017 11:55 (S) 763 Combination	Book	
+ NH 0959	NRT 30-Mar-2017 14:00 (S)	+ 03h 05m + € Stop	PVG 30-Mar-2017 16:05 (S) 789 Combination	Book	
+ NH 0921	NRT 30-Mar-2017 18:45 (S)	+ 03h 10m + € Stop	PVG 30-Mar-2017 20:55 (S) 763 Combination	Book	
+ NH 8517	NRT 30-Mar-2017 21:35 (S)	↔ 03h 25m ↔ O Stop	PVG 31-Mar-2017 00:00 (S) 76F Cargo-Only	Book	── 点击需选择航班
+ NH 8561,NH 8431 (+1 Conn)	NRT 30-Mar-2017 22:30 (S)	+ 07h 05m + ● Stop	PVG 31-Mar-2017 04:35 (S) 763, 6FB Combinati Cargo-Only	on, Book	旁边的Book键
 HH 8561 HH 8431 	NRT 30-Mar-2017 22:30:00(S) OKA 31-Mar-2017 03:35:00(S)	OKA 31-Mar-2017 01:45:00(S) PVG 31-Mar-2017 04:35:00(S)	763 Combination OC 6FB Cargo-Only OC	3h 15m 2h 00m	动跳转至预约画 面
					※已起并机如2 出现在预约画面 里
	L 显示航班舱(立情况	如整个行程由多个船	▪ 亢段组成,系统只针对整	

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Flight Search / eSPICA Manual

List Bookings

可阅览登录帐户下的所有预约

Screen : List Bookings

≣ List Bookings Date Range Destination Origin Origin Destination 31-Jan-2017 to 02-Feb-2017 Advanced Search 点击Advanced - - -AWB No Search后、 Product Document No 可根据以下条件 Flight No Flight Date 对预约进行筛 e.g. 0001 ******* NH Flight Date 选。 • Status Display Clear (Confirmed / Queued等) 205 - 17090684 CONSOL 3 PCS | 98.0 KG | 0 m³ Confirmed NRT- 🛧 SFO | 02-Feb-2017 CNSL | GEN | GEN Product 205 - 17090791 CONSOL 5 PCS | 67.0 KG | 8 m² Queued ・航班号 CNSL | GEN | FRZ,RFL,GEN NRT-+-SF0 | 08-Feb-2017 205 - 17090706 CONSOL NEC 1 PCS | 50.0 KG | 0.3 m³ ✓ Queued NRT- 🖶 BKK | 02-Feb-2017 CNSL | GEN | KOLRFLICE,GEN 205 - 17091396 1 PCS | 50.0 KG | 0.1 m³ Queued ~ 点击预约一览内 DG | DGR | RFL,GEN NRT-+-PVG | 08-Feb-2017 的向下箭头、系 统显示该预约的 详细信息 205 - 17090684 CONSOL Confirmed 3 PCS | 98.0 KG | 0 m³ NRT- 🛧 SFO | 02-Feb-2017 CNSL | GEN | GEN ් Track × Cancel CP₁ Details 02-Feb-2017 205 - 17090791 CONSOL 5 PCS | 67.0 KG | 8 m² 🗸 Qu CNSL | GEN | FRZ,RFL,GEN NRT-+-SF0 03-Feb-2017 ۰. 点击各选项、系统会跳转到相应画面。 取消预约 Track → Tracking画面(<u>p.10</u>) ・Details → 跳转至订舱画面 (<u>p.4</u>)

List Bookings / eSPICA Manual

Tracking



Tracking / eSPICA Manual

Capture AWB::画面显示

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Capture AWB::画面显示 / eSPICA Manual

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Capture AWB:项目输入 / eSPICA Manual

Capture AWB::Dimension 输入

Screen : Capture AWB :: Shipment Participants

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Commodity line 输入方法

Capture AWB:Dimension输入 / eSPICA Manual

Capture AWB::OCI行输入

Screen : Capture AWB :: Additional info

面向中国的 AWB为必填内容

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⑤ 需多行输入时, 点

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Customs info id	T = Trader Identification Number E = Authorized Economic Operator
Supp. Customs Info	企业代码 日本为 CIK+ 编号 美国为 EIK+ 编号

Capture AWB::保存

Screen : Capture AWB :: Summary



Capture AWB:保存 / eSPICA Manual

Capture HAWB::画面显示

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Capture HAWB::画面显示 / eSPICA Manual

Capture HAWB::编号输入

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Capture HAWB::编号输入 / eSPICA Manual

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Capture HAWB::项目输入 / eSPICA Manual

Capture HAWB::保存后的画面

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■ Capture I Shipment D 205 Origin NRT Pieces Pieces Shipment De GENERAL	HAWB letails	HAWE Destina ORD Weight	3 No. ation	ilogram	List ≡ SCC × GEN SLAC Piec SLAC Piec	New es ces		

Capture HAWB::保存后的画面 / eSPICA Manual

Capture HAWB::一览显示

Screen : Capture HAWB

									- 指定 MAWB 编号,	点击 List
() SPI	ICA									
		E Capture F	IAWB							
*	5	Shipment De	etails							
۵ ا	Ľ	205	10000001	HAWB N	lo.			List 🗮 New		
Q		Origin		 Destinatio	on			SCC		
∕		Origin		Destinat	ion			SCC		*
		Pieces Pieces		Weight Weight		Kilogram	Ŧ	SLAC Pieces SLAC Pieces		
≡		Shipment Des	criptions							
		Shipment De	scription							

() SPIC	CA								
	E Capture HAWE	}							
^* ▲	Shipment Details							^	
÷	205 1	0000001	CG00001		v	List 🔳	New		
Q	Origin		CGO0001 CGO0002	-		SCC			
	NRT		ORD			× GEN		*	
6	Pieces		Weight			SLAC Piece	S		
	2		20.0	Kilogram	•	0			
	Shipment Descriptio	ns					点击▼后,	将显示出已输入的	 的
	GENERAL						HAWB 编	 	他的
a							HAWB。 显示出相应	选择任意的 HAWE	3 后将
	Participant Details	;						^	
	Shipper Details			Consignee D	etails				

Capture HAWB::一览显示 / eSPICA Manual

Capture AWB::显示画面

画面:Menu(主菜单)





选中后会自动进入 Capture AWB的初始画面

Shipment & Pa	articipants Add	ditional Info		Summa	ary			View Documer
Shipment Detail	s							
AWB No								
205	New/List ≔							
Origin	Destination	Shipping D	Date		Routing			
Origin	Destination	Shipping	date					
Product	SCC			SCI		DV for cust	oms	DV for carriage
Product	SCC		<u></u>			DV Custon	ns	DV Carriage
Remarks								
Remarks								
Commodity	Shipment Description	Pieces	Weight KC ▼	Volume CE •	ULD	No	Dimer	nsion
Commodity	CommodityDesc	0	Weight	Volume	ULD No		Dimension	Z
	Total	0	0.0	0.0				

Capture AWB::画面表示 / eSPICA Manual

Capture AWB::信息输入

画面: Capture AWB :: Shipment Participants

Shipment	& Participants	Add	tional Info		Summa	ary		2	View Documen	ts		
Shipment D)etails											
AWB No												
205	10000001	New/List 🔳									— (])	输入AWBNo
Origin	Desti	nation	Shipping D	ate		Routing						并点击New/List
NRT	ORI	0	06-Jul-20	17	Ê	ORD	NH					
Product	SCC				SCI		DV for cust	oms	DV for carriage			
GEN	×	GEN		÷.		٣	DV Custor	ns	DV Carriage			
Remarks										•	(2)	这里会同步显示预约的输入的信息。
Remarks												
Commodity	/ Shipmer	nt Description	Pieces	Weight KG v	Volume CE 🔻	ULD	No	Dimens	ion			关于Commodity line的
GEN	GENERAL		10	100.00	1.00	Uld No		Ν	\square	×		入,请参考下一页内容
Commodity	Commodity	/Desc	0	Weight	Volume	ULD No		Dimension	C.	- +1 11		
Commodity Participant I Agent Details	Commodity Tot	/Desc al	0	Weight	Volume	ULD No		Dimension	Ľ	+		
Commodity Participant [Agent Details	Commodity Tot Details	Agent C	0 10 Code	Weight 100.0	Volume 1.0 Name O AGENT	ULD No	IATA Code	Dimension	Station	+		
Commodity Participant I Agent Details	Commodity Tot Details	Agent C CGOA	0 10 Code ST	Weight 100.0 Agent CARG	Volume 1.0 Name to AGENT	ULD No Agent 99999	IATA Code 999999	Dimension	Station .KU	*		
Commodity Participant I Agent Details Shipper Detail Shipper Code	Commodity Tot Details	/Desc al Agent C CGOAC Shipper N	0 10 Code ST	Weight 100.0 Agent CARG	Volume 1.0 Name IO AGENT Address	ULD No Agent 99999	IATA Code 999999	Dimension Agent OOTA	Station .KU	*	 (3)	输入Shinper/Consigne
Commodity Participant I Agent Details Shipper Detail Shipper Code C1001	Commodity Tot Details	/Desc al Agent C CGOAC Shipper N SORAN(0 10 Code 3T	Weight 100.0	Volume 1.0 Name to AGENT Address OOTOMO	ULD No Agent 99999	IATA Code 999999	Dimension Agent OOTA	Station .KU		3	输入Shipper/Consigne 相关信息。
Participant I Agent Details Shipper Detail Shipper Code C1001 A/C No	Commodity Tot Details	Agent C CGOAC Shipper N SORANC	0 10 Sode 37	Weight 100.0	Volume 1.0 Name I.0 AGENT Address OOTOMO (State	ULD No Agent 99999	IATA Code 999999	Dimension Agent OOTA Country	Station KU		3	输入Shipper/Consigne 相关信息。
Commodity Participant I Agent Details Shipper Detail Shipper Code C1001 A/C No AccNo	Commodity Tot Details	Agent C GGOAC Shipper N SORAN(City SAGAMI)	0 10 10 Code 3T ame D HARA	Weight 100.0	Volume 1.0 Name O AGENT Address OOTOMO State KANAGAW	ULD No Agent 99999 CHO	IATA Code 999999	Dimension Agent OOTA Country JP	Station KU		3	输入Shipper/Consigne 相关信息。
Commodity Participant I Agent Details Shipper Detail Shipper Code C1001 A/C No AccNo ZIP/Postal Cc	Commodity Tot	Agent C GGOAC Shipper N SORANG City SAGAMII Phone Nu	0 10 10 10 10 10 10 10 10 10 1	Weight 100.0	Volume 1.0 Name IO AGENT Address OOTOMO State KANAGAW Email	ULD No Agent 99999 CHO	IATA Code 999999	Dimension Agent OOTA	Station KU		3	输入Shipper/Consigne 相关信息。 必填内容
Commodity Participant I Agent Details Shipper Detail Shipper Code C1001 A/C No AccNo ZIP/Postal Code PostalCode	Commodity Tot	Agent C CGOAC Shipper N SORANC City SAGAMII Phone Nu 8889999	0 10 10 10 10 10 10 10 10 10 1	Weight 100.0	Volume 1.0 Name COAGENT Address OOTOMO State KANAGAW Email Email	ULD No Agent 99999 CHO	IATA Code 9999999	Dimension Agent OOTA Country JP	Station KU		3	输入Shipper/Consigne 相关信息。 必填内容 • Name
Participant I Agent Details Shipper Detail Shipper Code C1001 A/C No AccNo ZIP/Postal Code Consignee Do	Commodity Tot	Agent C CGOAC Shipper N SORAN(City SAGAMI) Phone Nu 889999	0 10 10 10 10 10 10 10 10 10 1	Weight 100.0	Volume 1.0 Name I.0 Address OAGENT Address OOTOMO I State KANAGAW Email Email	ULD No Agent 99999 CHO	IATA Code 999999	Dimension Agent OOT/ Country JP	Station KU		3	输入Shipper/Consigne 相关信息。 必填内容 · Name · Address1
Participant I Agent Details Shipper Detail Shipper Code C 1001 A/C No AccNo ZIP/Postal Co PostalCode Consignee Do	Commodity Tot	Agent C CGOAC Shipper N SORANG City SAGAMI Phone Nu 8889999 Consigned	0 10 10 10 10 10 10 10 10 10 1	Weight 100.0	Volume 1.0 Name I.0 Address Address COTOMO (State KANAGAW Email Email Address	Agent 99999 CHO	IATA Code 999999	Dimension Agent OOTA Country JP	Station KU		3	输入Shipper/Consigne 相关信息。 必填内容 · Name · Address1 · City
Participant I Agent Details Shipper Detail Shipper Code C1001 A/C No AccNo ZIP/Postal Code Consignee De Consignee Co	Commodity Tot	Agent C CGOAC Shipper N SORAN City SAGAMI Phone Nu 8889999 Consigner SORAN	0 10 10 10 10 10 10 10 10 10 1	Weight 100.0	Volume 1.0 Name O AGENT Address OOTOMO State KANAGAW Email Email Address QUEENS	Agent 99993 CHO	IATA Code 999999	Dimension Agent OOTA Country JP	Station KU		3	输入Shipper/Consigne 相关信息。 必填内容 · Name · Address1 · City · State · Cruptor
Commodity Participant I Agent Details Shipper Detail Shipper Code C1001 A/C No AccNo ZIP/Postal Code Consignee D Consignee D Consignee C C1001 A/C No	Commodity Tot	Agent C CGOAC Shipper N SORANC City SAGAMII Phone Nu 8889999 Consignet SORANC	0 10 10 10 10 10 10 10 10 10 1	Weight 100.0	Volume 1.0 Name IO AGENT Address OOTOMO State KANAGAW Email Email Address QUEENS State	ULD No Agent 99999 CHO	IATA Code 999999	Dimension Agent OOTA Country JP Country	Station KU		3	输入Shipper/Consigne 相关信息。 必填内容 · Name · Address1 · City · State · Country · ZIP Poetal code
Commodity Participant C Agent Details Shipper Detail Shipper Detail Shipper Code C1001 A/C No Consignee D Consignee D Consignee C C1001 A/C No Acc.No Acc.No	Commodity Tot	Agent C CGOAC Shipper N SORANC City SAGAMII Phone Nu 8889999 Consigner SORANC City NY	0 10 10 10 10 10 10 10 10 10 1	Weight 100.0 Agent CARG	Volume 1.0 1.0 1.0 1.0 1.0 1.0 1.0 1.0 1.0 1.0	ULD No Agent 99999 CHO	IATA Code 999999	Dimension Agent OOTA Country JP Country US	Station KU		3	输入Shipper/Consigne 相关信息。 必填内容 · Name · Address1 · City · State · Country · ZIP Postal code
Commodity Participant I Agent Details Shipper Detail Shipper Code C1001 A/C No AccNo ZIP/Postal Code Consignee Det Consignee Co C1001 A/C No Acc.No ZIP/Postal Code C1001 A/C No Acc.No ZIP/Postal Code C1001 A/C No Acc.No ZIP/Postal Code C1001 C100 C100 C100 C100 C100 C100 C1	Commodity Tot	Agent C CGOAC Shipper N SORANG City SAGAMI Phone Nu 889999 Consigned SORANG City NY Phone Nu	0 10 10 10 10 10 10 10 10 10 1	Weight 100.0 Agent CARG	Volume 1.0 Name O AGENT Address OOTOMO I State KANAGAW Email Email Address QUEENS State NY Email	ULD No Agent 99999 CHO	IATA Code 999999	Dimension Agent OOTA Country JP Country US	Station KU		3	输入Shipper/Consigne 相关信息。 必填内容 · Name · Address1 · City · State · Country · ZIP Postal code

Capture AWB::信息输入 / eSPICA Manual

Capture AWB::Commodity line的输入方法

画面: Capture AWB :: Shipment Participants

				,			
Shipment Det	tails						
AWB No							
205 1	10000001 New/List :						
Origin	ORD	Shipping Date	#	Routing		_	
		00 001 2011					日の作物注於)日応の
Product	SCC		SCI	DV for	customs DV for carriage		—— BUC页彻咱制八怕应向 码
GEN	× GEN		* *	▼ DV Cu	stoms DV Carriage		н_7
Remarks							
Remarks					Г		——如需输入Dimension
Commodity	Shipment Description	Pieces We	eight Volume C • CE •	ULD No	Dimension		(尺寸), 请点击该图
GEN	GENERAL	10 10	0.00 1.00	Uld No	ß	×	
Commodity	CommodityDesc	0 W	eight Volume	ULD No	Dimension	+	
	Total	10 10	0.0 1.0			····•	
	, etc.						—— 如需输入多项Commo
							──── 如需输入多项Commod 请点击该图标
mensions						Ha Carqo ×	─── 如需输入多项Commod 请点击该图标
mensions Pieces	Weight Length (Kilogram) (Centir	Width neter) (Centimete	Height er) (Centimet	ier) Volume (Cubic meter)	Tiltable Actions	Xa Cango	如需输入多项Commod 请点击该图标
mensions Pieces	Weight Length (Kilogram) (Centir	neter) Width (Centimete	Height ar) (Centimet	er) Volume (Cubic meter) 0.0	Tiltable Actions	Xa Carro . X	── 如需输入多项Commod 请点击该图标
imensions Pieces	Weight Length (Kilogram) (Centir	Width neter) (Centimeta	er) Height (Centimet	ier) Volume (Cubic meter) 0.0	Tiltable Actions	Xa Cargo . ×	如需输入多项Commo 请点击该图标

Capture AWB::画面表示 / eSPICA Manual

Capture AWB::保存

Screen : Capture AWB :: Additional info

Ø SPICA				
	Capture AWB			205-10000001
*	Shipment & Participants	Additional Info	Summary	View Documents
	Accounting & Info		Other & Customs Information	
Q	Information Identifier	Information	ISO CountryCode Info Id	Customs Info Id Supp.Customs Info
5	Credit Card Expiry Da 🔻	• •		
				Reset Previous Next
2 12				

Screen : Capture AWB :: Summary



Capture AWB::保存 / eSPICA Manual

Capture AWB::保存后界面

Screen : Capture AWB :: Additional info



Capture AWB::保存后界面 / eSPICA Manual

Capture HAWB ::显示画面

Screen : Menu

	ØSPICA						
		A Booking		My Booking	Message Boar	ď	
		Existing booking					
	č	205	AVVD INO.		Please visit Mess	sage Board for latest messages.	
				New Booking			
	₩ F N					Go to Messag	e Board
选中Portal Capture -	Port:	al Canture HAWB Screen			♠ Tracking		
HAWB Screen		Chain		Destination			
		Origin		Destination	205	AWB NO.	
		Shipping Date		Arrival Date			Track
	ß	Shipping Date	#	Arrival Date			
				Search			
					选中后会	会自动进入	
					Capture	HAWB的初始画面	i
					oupturo		I.
	8 SPICE						
	601101						
		Capture HAWB					
	*						
	4	Shipment Details					^
	\$	205		HAWB No.		List 🗮 New	
	Q	Origin		Destination		SCC	

Shipment Details					
205	HAWB No.			List 🗮 New	
Drigin	Destination			SCC	
Origin	Destination			SCC	
Pieces	Weight			SLAC Pieces	
Pieces	Weight	Kilogram	•	SLAC Pieces	
Shipment Descriptions Shipment Description					
Shipment Descriptions Shipment Description Participant Details					
Shipment Descriptions Shipment Description Participant Details Shipper Details		Consignee I	Details		
Shipment Descriptions Shipment Description Participant Details Shipper Details Game as MAWB		Consignee I Same as M	Details		
Shipment Descriptions Shipment Description Participant Details Shipper Details Same as MAWB Shipper Code	Shipper Name	Consignee I Same as M. Consignee (Details AWB	Consignee Name	

Capture HAWB ::显示画面 / eSPICA Manual

Capture HAWB::输入MAWB(主单单号)

Screen : Capture HAWB

ØSP	ICA				_			— (1) 输入MAWB No (主单单号)
	1	Capture HAWB						后,选择List
* •	I	Shipment Details					^	
٠	1	205 10000001	HAWB No.		•	List		
۹		Origin	Destination			SCC		
		Origin	Destination			SCC	*	
6		Pieces	Weight			SLAC Pieces		
		Pieces	Weight	Kilogram	۳	SLAC Pieces		
≡		Shipment Descriptions						
		Shipment Description						
8								

	i≣ Capture HAWB				
*	Shipment Details			~	
¢	205 10000001		▼ List 🔳 New		
Q	Origin	Destination	scc		
	NRT		× GEN	*	
В	Pieces	Weight			
	10	100.0 iCargo			
	Shipment Descriptions	• The AWB is not a cons	sol. Do you want to mark it as consol?		
	GENERAL		60000		-
6			Ye <mark>e No</mark>		— (2) 此选项旨在确认是否为
					Consolidate(混装货物), 请选择
					Yes
	Participant Details			^	

Capture HAWB::信息输入

Screen : Capture HAWB

205 10000001	CG00001	;	List 🔚 New	
Origin	Destination		SCC	-
NRT	ORD	•;	× GEN	此Origin/Destination显示内容
Pieces	Weight		SLAC Pieces	MAWB(主单)信息。
2	20	Kilogram 🔻	0	
Shipment Descriptions				
GENERAL				
			_	如信息与MAWB(主单)相-
Participant Details				△
Shipper Details		Consignee Details		
Same as MAWB		Same as MAWB.		
Shinner Code	Chinner Marre	Consistence Code	Canairman Marra	
C1001	SORANO		SKYS	
			•	④ 加不一致 诘输入 Shinne
MINAMI		SUN STREET		Consignee信息。
				Consigned Anton
Address2		Address2		<u> </u>
Addressz		Addressz		· Name
City	State	City	State	Address1
SAGAMIHARA	State	СНІ	IL	• Citv
Country	ZIP/Postal Code	Country	ZIP/Postal Code	• State
JP	6669999	US	77777777	Country
Phone number	Email	Phone number	Email	· ZIP Postal code
Phone Number	Email	Phone Number	Email	
Remarks				

Capture HAWB::項目入力 / eSPICA Manual

Capture HAWB::保存后界面

Screen : Capture HAWB

0 SPIC	A				
	E Capture HAWB				
	④ HAWBを保存しました。			×	—— 此行表示已成功Save
\$	Shipment Details			~	
۹	205 10000001	CG00001	▼ List 🗐 New		
	Origin	Destination	scc		际 WAWB(土羊)「,如而 添加其他HAWB 请占击
6	NRT	ORD	× GEN	*	NFW ₂
	Pieces	Weight	SLAC Pieces		
	2	20 Kilogram	• 0		
	Shipment Descriptions				
8	GENERAL				
() SPIC	A				
	i≣ Capture HAWB				
*					
4	Shipment Details			~	
\$	205 10000001	HAWB No.	List 🗮 New		一 在此可键入其它HAWB单号进
Q	Origin	Destination	SCC		行制入
	NRT	ORD	× GEN	÷	
6	Pieces	Weight	SLAC Pieces		
	Pieces	Weight Kilogram	▼ SLAC Pieces		
	Shipment Descriptions				
	GENERAL				
6					

Capture HAWB::HAWB一览表

Screen : Capture HAWB

0 SPIC	A						
	E Capture HAWB						
*	Shipment Details					^	
\$	205	• HAW	B No.		List 🜉 New		
Q	Origin	Destir	ation		scc		
	Origin	Dest	nation		sec	*	指定MAWB(主运单)单号
6	Pieces	Weigh	t		SLAC Pieces		选中List
	Pieces	Weig	ht Kilogram	•	SLAC Pieces		
=	Shipment Descriptions						
	Shipment Description						

êspic	A		^	
♦ Q < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < < <	205 10000001 Origin NRT Pieces 2 2 Shipment Descriptions GENERAL	CG00001 Visit New CG00002 SCC SCC ORD X GEN X GEN Weight SLAC Pieces 0	\$	点击▼图标,可以看到之前 所键入的HAWB号码一览 表。选择任意HAWB即可显 示该HAWB的信息。
	Participant Details Shipper Details	Consignee Details	^	

Capture HAWB::HAWB一览表 / eSPICA Manual