

PTM010

How do I process a Cross Border Shipment?

The video shows you how to process a Cross Border Shipment using the Warehouse App. Complete the activities in this workbook to develop fluency in this topic.

Once a container has been created for cross-border shipments you can begin processing the shipment. This can be done by entering the information manually, or via direct integration with the host application.

Activity One

Process a Cross Border Shipment from an existing Container using direct integration.

1. From the **Warehouse** App open an existing Container.
2. At the top of the window, enter:
 - a. **Search for Order #**
3. Click on the **SEARCH** button.
4. Under the **Ship To** tab, review the populated information.
5. Click on the **Package** tab, and review:
 - a. **Weight**
6. Moving down to the grid, and review:
 - a. **Quantity in Package**

Helpful Hints

Recommended Learning Units:

- [PTM009](#) demonstrates how to open a container for Cross Border Shipments.
- [PTM011](#) demonstrates how to close a container for Cross Border Shipments
- [PTM012](#) demonstrates how to print a Cross Border Shipment

Note: the Order can be automated as a cross-border consolidation move, or sent via a direct shipment to the customer.

7. Within the column on the right, enter:
 - a. **Drop-down menu:** select the Container
8. Moving to the top bar, enter:
 - a. **Service**
9. Click on the **ADD TO CONTAINER** button.
10. In the window that opens, review the domestic Shipping label.