

Handbook-Notification

1.如何订阅运输计划变更通知-----P2

2.如何编辑/删除订阅信息-----P9



> 如何订阅运输计划变更通知

1. 注册用户登陆网站 www.maersk.com 后，在菜单栏找到**管理**。

The screenshot shows the top navigation bar of the Maersk website. The Maersk logo is on the left. The navigation menu includes '报价' (Quote), '订舱' (Booking), '管理' (Management), and '跟踪' (Tracking). The '管理' option is circled in red with a red '1.' above it. To the right of the navigation bar are links for '帮助支持' (Help & Support), '简体中文' (Simplified Chinese), a user profile for 'Cindy Chun Xiang Xue', and '设置' (Settings). Below the navigation bar are links for '解决方案' (Solutions), '船期' (Ship Schedule), '全球网络' (Global Network), and '当地信息' (Local Information), along with a search icon. The main banner features the text 'Maersk Spot' and a promotional message about price certainty, with 'TRY IT NOW' and 'LEARN MORE' buttons. The background image shows a man wearing a blindfold being led by a waiter.

货运跟踪
货运、提单或集装箱编号

货物跟踪

MyFinance
人民币在线支付

开始体验在线支付

更多资讯

准备好运送货物？
查询航运及内陆运输费率。

查询价格

立即订舱

2. 然后在 **管理** 的下级菜单中选择 **“通知”**。



货运跟踪

货运、提单或集装箱编号

跟踪

MyFinance

在线付款并查看发票和帐户

转到 MYFINANCE

货运

货运概览 - 导出

预计抵港时间变化

2. **通知**

远程集装箱管理

货运概览 - 导入

全部入站

单据

提交装船须知

核准确认副本

打印提单

打印货运单

提交 VGM

订单提单表格

交货单

任务



Find a price

GET A QUOTE



Download our mobile app

DOWNLOAD NOW



My beta

MORE INFO

3. 接着就会进入 Notifications 的界面，点击 CREATE NEW NOTIFICATION



Notifications

3. [CREATE NEW NOTIFICATION](#)

Filter: All notifications | Sort: Latest

0 of 0 notifications

No notifications found

[Create new notification](#)

4. 选择通知类型 **Transport plan-ETA changes**, 点击 **CONTINUE** 进入到订阅页面做详细设置。



报价 订舱 管理

帮助

联系人

简体中文

Lucy Chan

设置

我们的解决方案

关于马士基

全球网络

当地信息




Notifications


Create new notification


Notification type

Select the type of notification you would like to receive.

3.

Transport plan - ETA changes 

Bill of lading 

Arrival notice 

4.

CANCEL

CONTINUE

5. 自定义发送通知的条件，点击 **SUBMIT** 提交。

Notifications

← NOTIFICATION TYPE

Create new notification

ETA change notification details

Select which type of transport plan changes you would like to receive notifications for

Estimated time to arrival (ETA) ⓘ

Minimum ETA Change

1 Day

请选择预计到港时间变化天数，例如：原ETA时间延迟了一天即需要收到通知

Estimated time of departure (ETD) ⓘ

Minimum ETD change

1 Day

请选择预计出发时间ETD变化天数，例如：原ETD时间延迟了一天即需要收到通知

Vessel and voyage ⓘ

Port and terminal ⓘ

即使ETA/ETD不变，仅“船名航次 (Vessel and Voyage)” 或者“港口和码头/Port and Terminal” 的变化，也可以设置接收通知

可选择通知接收类型：

预计到港时间变更的通知 / 预计出发时间变更的通知
船名航次变更的通知 / 港口码头变更的通知


Email Details

Enter these mandatory details for your email notification

Email address


groupemail@maersk.com

完善通知接收人的邮箱地址
默认注册邮箱，您也可以使用你同事的邮箱/公司的公共邮箱

Language 

简体中文

选择接收通知的语言：可选择12种语言。

Frequency 

选择接收通知的频率：特定某一天或者是一周一次接收。

Once a day on:

MONDAY

TUESDAY

WEDNESDAY

THURSDAY

FRIDAY

SATURDAY

SUNDAY

Every 4 hours

Every 12 hours

Additional filters 附加选项

You can refine your notifications using the following filters

Location

Please note that notifications will be sent based on impacted shipments from any of the "From" countries to any of the "To" countries

From

可设置只接收某一进出口国家的相关通知

To

可设置只接收自己作为订单相关方时的通知，包括常用的：

- 订舱方 (Booked By)
- 发货方 (Shipper)
- 收货方 (Consignee)
- 合约方 (Price Owner)
- 第一通知人 (First Notify Party)

Roles

My company

Receive notifications only for shipments where my company plays the following role(s). [Click here](#) to find out more about each role.

- | | | |
|---|--|---|
| <input checked="" type="checkbox"/> Booked by | <input checked="" type="checkbox"/> Price Owner | <input checked="" type="checkbox"/> Outward forwarder |
| <input checked="" type="checkbox"/> Shipper | <input checked="" type="checkbox"/> First notify party | <input checked="" type="checkbox"/> Inward forwarder |
| <input checked="" type="checkbox"/> Consignee | <input checked="" type="checkbox"/> Release to | |

My bookings

可针对某一订舱邮箱设置通知，选择 "My Bookings"

(此处填写的邮箱与通知接收方无关，仅作筛选订舱使用)
目前只开放填写一个邮箱，如有需要可按需求分别进行多个订阅。

5.

CANCEL

SUBMIT

> 如何编辑/删除订阅信息

1. 注册用户登陆网站 www.maersk.com 后，在菜单栏找到**管理**。

The screenshot shows the Maersk website interface. At the top left is the MAERSK logo. The main navigation bar is blue and contains the following items: 报价 (Quote), 订舱 (Booking), 管理 (Management), and 跟踪 (Tracking). The '管理' item is circled in red with a '1.' above it. To the right of the navigation bar are links for 帮助支持 (Help Support), 简体中文 (Simplified Chinese), a user profile for Cindy Chun Xiang Xue, and 设置 (Settings). Below the navigation bar are links for 解决方案 (Solutions), 船期 (Ship Schedule), 全球网络 (Global Network), and 当地信息 (Local Information), along with a search icon. The main content area features a large banner for 'Maersk Spot' with the text: '在餐厅用餐时，您不会接受不确定的价格 - 那您为什么要在订舱时勉强接受?' and 'Maersk Spot, 提供舱位保证、订舱即锁定价格。' Below this are two buttons: 'TRY IT NOW' and 'LEARN MORE'. The banner image shows a man in a grey shirt and tie wearing a blindfold, with a waiter in a brown vest holding a handheld device near him. Below the banner are three service tiles: 1. '货运跟踪' (Cargo Tracking) with a magnifying glass icon and a button '货物跟踪'. 2. 'MyFinance 人民币在线支付' (MyFinance RMB Online Payment) with a credit card icon and buttons '开始体验在线支付' and '更多资讯'. 3. '准备好运送货物?' (Ready to ship goods?) with a magnifying glass icon and a button '查询价格' and '立即订舱'.

2. 然后在 **管理** 的下级菜单中选择 **“通知”**。



货运跟踪

货运、提单或集装箱编号

跟踪

MyFinance

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GET A QUOTE



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My beta

MORE INFO

3. 接着就会进入 **Notifications** 的界面，在此界面可以看到所有设置的订阅通知信息。

点击三角符号可查看Notification详情。

MAERSK 报价 订舱 管理 帮助 联系人 简体中文 Lucy Chan 设置

我们的解决方案 关于马士基 全球网络 当地信息

Notifications

CREATE NEW NOTIFICATION

Filter: All notifications Sort: Latest

2 of 2 notifications

Email address	Notification type	Last Updated	
grace.lee@abc.com	Bill of lading	06 Jun 2018 07:15 username	▼ ⋮
grace.lee@abc.com	Transport plan change: ETA, Vessel and voyage, Port and terminal	06 Jun 2018 07:14 username	▼ ⋮

4. 在展开的界面可以对已设置的订阅信息进行编辑或者删除。

Notifications

CREATE NEW NOTIFICATION

Filter: All notifications | Sort: Latest

15 of 459 notifications

Email address	Notification type	Last Updated
grace.lee@abc.com	Transport plan change: ETA, ETD, Vessel and voyage, Port and terminal	17 Jun 2018 09:48 SYS-TPCR8

Notification details

Creator	Language	Frequency	Minimum ETA Change	Minimum ETD change
username	English	MONDAY, TUESDAY, WEDNESDAY, THURSDAY, FRIDAY, SATURDAY, SUNDAY	3 Day	1 Day

Additional filters

Location	
From: All Countries	To: All Countries

Roles

Booked by, Shipper, Consignee, Price Owner, First notify party, Release to, Outward forwarder, Inward forwarder

3. DELETE EDIT