

DAIMLER TRUCK



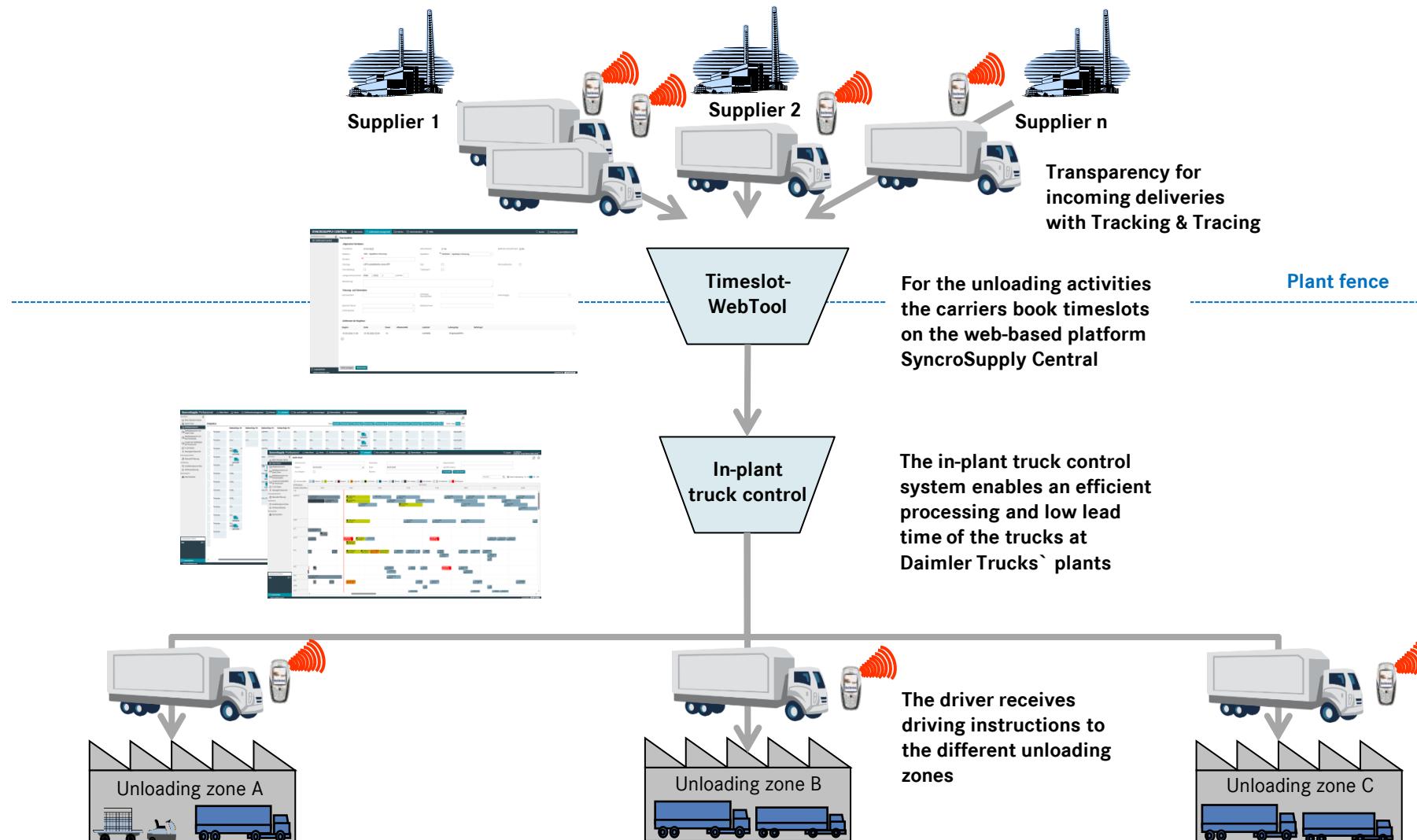
SyncroSupply Central and TruckApp
TE/ONL-N, July 2024



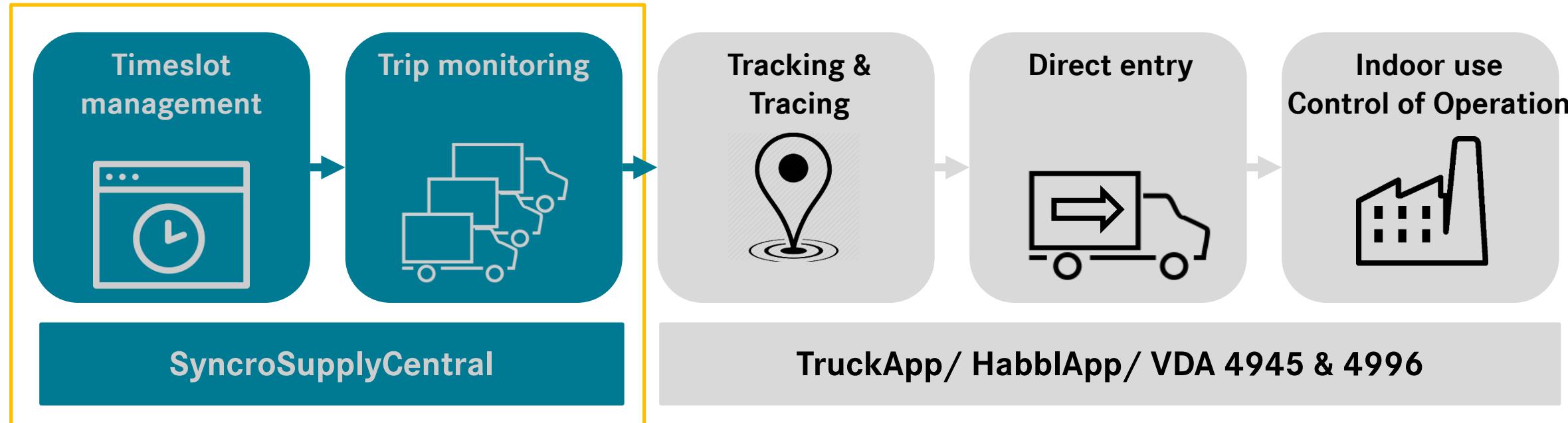
Agenda

1. **Introduction**
2. SyncroSupply Central overview
3. Timeslot Management module
4. Deliveries module
5. Administration and Help module
6. TruckApp
7. General settings
8. Registration and location activation

1. Introduction: At Woerth plant, there must be a time slot booked for each transport. The trucks are controlled through driving instructions.



1. Introduction: The focus of the training document is on the functions of trip planning and time slot mgt. in **SyncroSupply Central** and **TruckApp**



SyncroSupply actively controls the inflow of inbound transports to the plant and the distribution of trucks in the plant. Therefore, the carrier books timeslots within the web-based tool SyncroSupply Central and a tracking & tracing is realized via the SyncroSupply TruckApp. Next to the usage of the SyncroSupply TruckApp, it is also possible to use the HabbiApp or a connection via the VDA 4945 & 4996 interface.

→ Please do contact your responsible contact person at Daimler Truck for further information.

1. Introduction: Prerequisites for using SyncroSupply Central

The following requirements are necessary for a time slot reservation via SyncroSupply Central:

- **Access to** SyncroSupply Central (registration only necessary if no account exists yet, see description in chapter 8)
- **Activation** in the Central system for the Woerth plant (activation links are created and sent by the respective plant, see description in chapter 8)

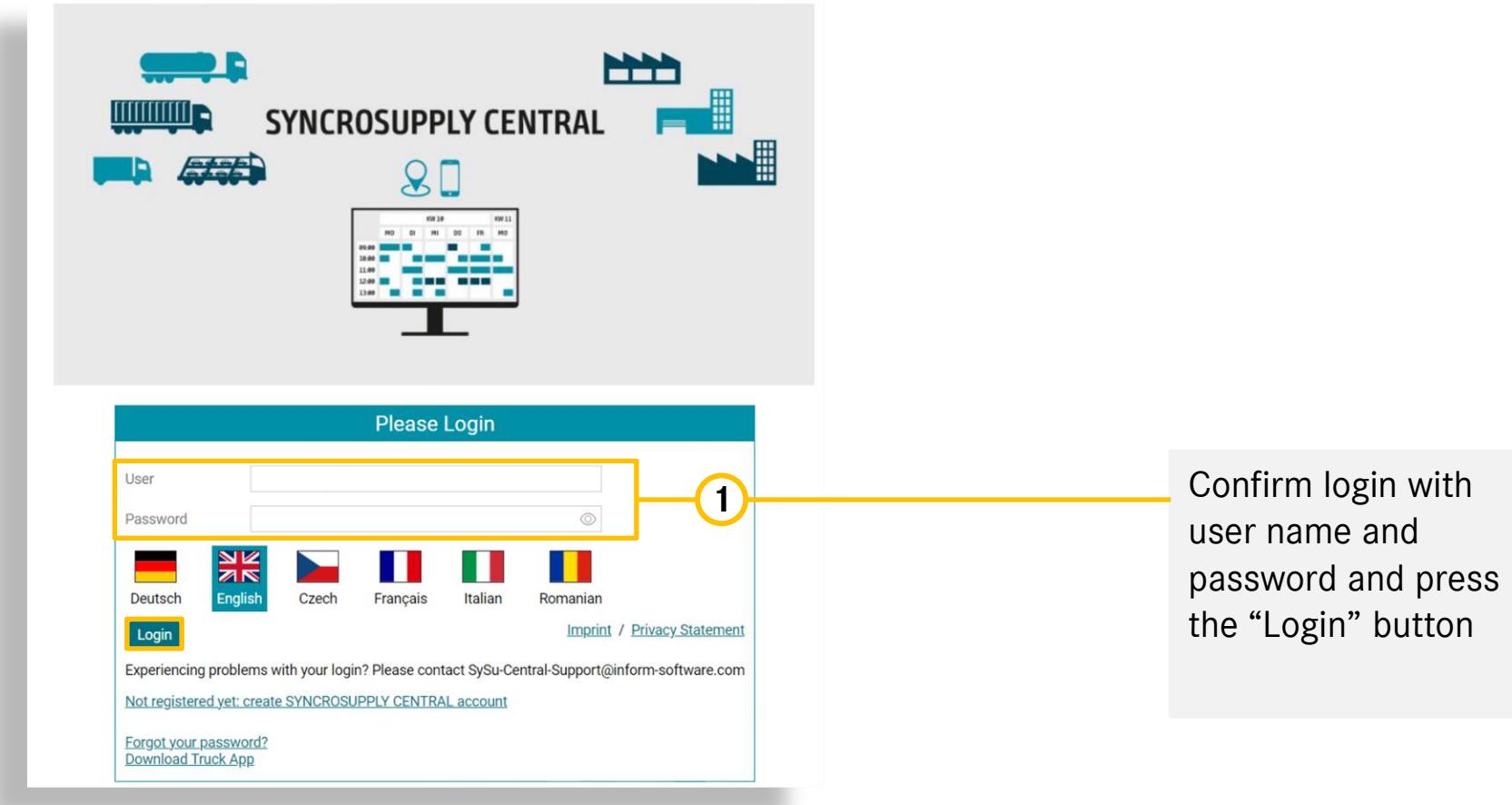
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1. Introduction
2. **SyncroSupply Central overview**
3. Timeslot Management module
4. Deliveries module
5. Administration and Help module
6. TruckApp
7. General settings
8. Registration and location activation

2. SyncroSupply Central overview

Login to SyncroSupply Central

Link: <https://central.syncro.supply/gui/>



The image shows the SyncroSupply Central login interface. At the top, there is a banner with the text "SYNCROSUPPLY CENTRAL" and various icons representing logistics and transportation. Below the banner is a "Please Login" form. The form includes fields for "User" and "Password", both of which are highlighted with a yellow box and circled with a yellow line. Below these fields are language selection buttons for Deutsch, English, Czech, Français, Italian, and Romanian, along with a "Login" button. A callout with the number "1" points to the "Login" button. To the right of the callout, text instructions read: "Confirm login with user name and password and press the ‘Login’ button".

Please Login

User

Password

1

Deutsch English Czech Français Italian Romanian

Login

Imprint / Privacy Statement

Experiencing problems with your login? Please contact SySu-Central-Support@inform-software.com

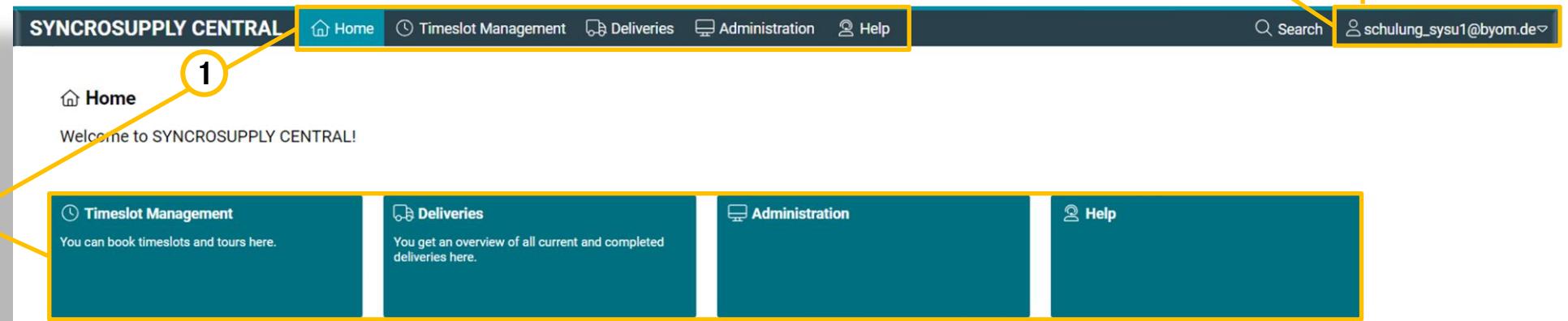
[Not registered yet: create SYNCROSUPPLY CENTRAL account](#)

[Forgot your password?](#)
[Download Truck App](#)

Confirm login with user name and password and press the “Login” button

2. SyncroSupply Central overview

Navigation



The modules can be accessed via the menu bar or via the homepage

1

2

Clicking on the user name opens a user menu

The screenshot shows the SyncroSupply Central homepage. At the top, there is a menu bar with the following items: Home (highlighted in blue), Timeslot Management, Deliveries, Administration, and Help. Below the menu bar, there is a banner with the text "Welcome to SYNCROSUPPLY CENTRAL!". Underneath the banner, there are four cards: "Timeslot Management" (You can book timeslots and tours here.), "Deliveries" (You get an overview of all current and completed deliveries here.), "Administration", and "Help". A callout with the number "1" points to the "Home" item in the menu bar. A callout with the number "2" points to the user name "schulung_sysu1@byom.de" in the top right corner, which is highlighted in yellow. A callout box with the text "Clicking on the user name opens a user menu" is positioned above the user menu. The user menu itself is a vertical list with the following items: Change password, Contact Support, Switch Language, About SYNCROSUPPLY, Help, and Logout. The "Logout" item is highlighted in dark blue.

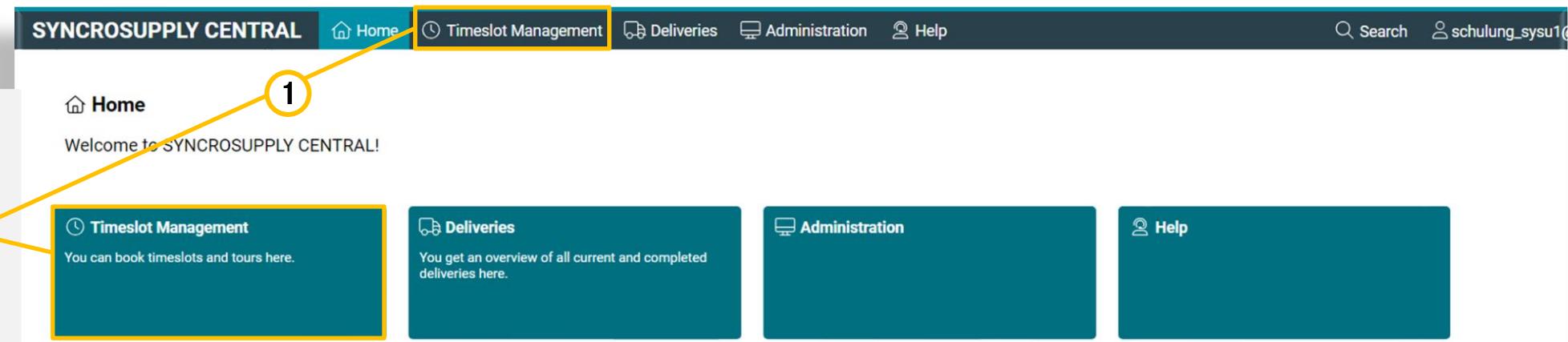
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3. "Timeslot Management" module

Navigation – Regular trips & free time slots (1/3)

The timeslot management modules can be called up via the **menu bar** or via the **homepage**



3. "Timeslot Management" module

Navigation – Regular tours & free time slots (2/3)

In the "Tenant Selection" field, first select the **location** for which you want to book time slots.

Select Location

Tenant Selection: *

Daimler Truck Gaggenau (034)

Daimler Truck Gaggenau PCC Ötigheim (034)

Daimler Truck Kassel (069)

Daimler Truck Mannheim (020)

Daimler Truck Wörth (060)

Daimler Truck Wörth (060)

That's how it works

1. Select the location
2. Press "Book Timeslot"
3. After you have entered the time slot
4. Confirm your booking

I cannot select the desired location / company:

1. Via the menu "Administration" you can add new locations / companies. This is only possible if your organization has received an invitation from the location / company.
2. If you are not the administrator of your company please contact the regarding person.

Book Timeslot

Then click on the **Book Timeslot** button.

3. "Timeslot Management" module

Navigation – Regular tours & free time slots (3/3)

Via the button "**Book Tour**"
the **agreed standard** time slots are
booked.

With the button "**Book Time Slots**"
sporadic time slots are booked

Here, you will find general information
and an information material/download
area. For example, changes of plant
opening hours or plant staff meetings
are announced here.

1 <img alt="Screenshot of the SyncroSupply Central and TruckApp interface showing the 'Book Time Slot' section. It features two buttons: 'Book Tour' and 'Book Time Slots'. A yellow circle with the number 1 points to the 'Book Tour' button. A yellow arrow points from this circle

3. "Timeslot Management" module – Booking regular tours

Step 1/4: Starting of regular tour dialogue

Via the button **"Book Tour"**
the **agreed standard** time slots are
booked.

ITRAL [Home](#) [Timeslot Management](#) [Deliveries](#) [Administration](#) [Help](#) [Search](#) [schulung](#)

Book Time Slot

[Book Tour](#) [Book Time Slots](#)

1

Welcome to the location
Daimler Truck plant Woerth



Information:

Please follow these instructions during the loading or unloading process:

1. The wearing of a safety vest is mandatory.
2. The maximum permissible speed in the factory is 25 Km/h.
3. For deliveries in the large parts receiving area, please drive directly to gate 3.

Questions?

If you have any questions about booking, please contact:

logistik-support@inform-software.com

Infomaterial / Downloads:

The following information can be downloaded:

- [Allgemeine Bedingungen](#)
- [Anfahrtsbeschreibung](#)
- [Öffnungszeiten](#)
- [Kurzanleitung](#)

3. "Timeslot Management" module – Booking regular tours

Step 2/4: Selecting time slot for the corresponding day from the list of "bookable tours"

Selection of a time slot for the corresponding booking day from the list of available tours.

1 Selection of a time slot for the corresponding booking day from the list of available tours.

Bookable tours

Number	Tour Date	Arrival Time	Remark	Relation	Delivery type	Carrier	Suppliers	Book State
53,863	7/30/2024	7/30/2024 4:45 PM		1000 - Relation Wörth	TT_GS	10626851 - Friedrich	10000000 Lieferant ...	Open
53,735	7/31/2024	7/31/2024 4:45 PM		1000 - Relation Wörth	TT_GS	10626851 - Friedrich	10000000 Lieferant ...	Open
53,870	8/1/2024	8/1/2024 4:45 PM		1000 - Relation Wörth	TT_GS	10626851 - Friedrich	10000000 Lieferant ...	Open
53,742	8/2/2024	8/2/2024 4:45 PM		1000 - Relation Wörth	TT_GS	10626851 - Friedrich	10000000 Lieferant ...	Open
53,749	8/5/2024	8/5/2024 4:45 PM		1000 - Relation Wörth	TT_GS			
53,862	7/30/2024	7/30/2024 10:15 AM		6048 - Friedrich Tran...	leit:			
53,734	7/31/2024	7/31/2024 10:15 AM		6048 - Friedrich Tran...	leit:			
53,869	8/1/2024	8/1/2024 10:15 AM		6048 - Friedrich Tran...	leit:			
53,741	8/2/2024	8/2/2024 10:15 AM		6048 - Friedrich Tran...	leit:			
53,748	8/5/2024	8/5/2024 10:15 AM		6048 - Friedrich Tran...	leit:			

Time slot is identified by **date/time** (Arrival time = time slot start and Latest arrival time = time slot end)

2 Confirmation of the time slot via "Book Tour" button or double-click on the corresponding tour

Bookmarks

Book Tour

1 of selected.

3. "Timeslot Management" module – Booking regular tours

List of the relevant columns in the table

Column title	Column content
Relationships	BVS and name
Date of the trip	Date for the time slot
Tour	BVS and start of time slot
Arrival time	Start of time slot
Latest arrival time	End of time slot
Booking Statuses	Open-ended: Time slot can be booked
Loading destination	indicates the specified unloading zones and their sequence
Position of	indicates the specified unloading zones and their sequence
Forwarding agent	Freight forwarder number and name
Expiry\ Date	Time until when the time slot can be booked

3. "Timeslot Management" module – Booking regular tours

Step 3/4: Completing delivery data and confirming with the "Create Delivery" button

Complete the delivery data.
Mandatory fields (*) are required

Book Tour

Delivery Data

Tour Date:	08/01/2024	Arrival Time:	04:45 pm
Relation:	1000 - Relation Wörth	Carrier:	* 10626851 - Friedl
Border:	*		
Delivery type:	TT_GS	Customs:	<input type="checkbox"/>
		Trailer Yard:	<input type="checkbox"/>
Empty Advice Nr.:	0060 / 2024 /	LKW-Nr.:	
Remark:	<input type="text"/>		

Resource and Driver Information

Vehicle Licence Plate:	Trailer Licence Plate:	Vehicle Type:
Driver Name:		
Driver Language:	Mobile Number:	
Truck-Brand:		

Time Slots of the Tour

Start at	End at	Duration	Abladestelle	Bookable Object	Loading Type	Dangerous Goods
08/01/2024 04:45	08/01/2024 05:00	15		Leitstelle	Entry Handling	<input type="checkbox"/>
08/01/2024 05:00	08/01/2024 05:20	20	PCC <input type="button" value="x"/>	A00	Unloading	<input type="checkbox"/>

Create Delivery **Cancel**

The previous cover sheet information is entered in the general delivery data and vehicle and driver data. e.g. vehicle number plate or empty container transport

The default charging destinations can be changed here

The time slot can be booked using the "**Create Delivery**" button.

3. "Timeslot Management" module – Booking regular tours

Step 3/4: Completing delivery data: Change of loading destinations/unloading zones

Book Tour

Delivery Data

Tour Date:	08/01/2024	Arrival Time:	04:45 pm	Latest arrival time:	05:45 pm
Relation:	1000 - Relation Wörth	Carrier:	10626851 - Friedrich	Supplier:	
Border:	<input style="width: 100%; border: 1px solid #ccc; border-radius: 4px; padding: 2px 5px;" type="text"/> *				
Delivery type:	TT_GS	Customs:	<input type="checkbox"/>	Swapbody:	<input type="checkbox"/>
External Goods:	<input type="checkbox"/>	Trailer Yard:	<input type="checkbox"/>		
Empty Advice Nr:	0060 / 2024 /	LKW-Nr:			
Remark:	<input style="width: 100%; height: 40px; border: 1px solid #ccc; border-radius: 4px; padding: 5px;" type="text"/>				

Resource and Driver Information

Vehicle Licence Plate:	<input type="text"/>	Trailer Licence Plate:	<input type="text"/>	Vehicle Type:	<input type="text"/>
Driver Name:					
Driver Language:	<input type="text"/>	Mobile Number:	<input type="text"/>		
Truck-Brand:					

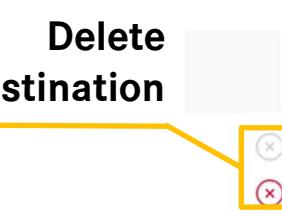
Time Slots of the Tour

Start at	End at	Durati...	Abladestelle	Bookable Object
08/01/2024 04:45	08/01/2024 05:00	15		Leitstelle
08/01/2024 05:00	08/01/2024 05:20	20	<input type="text"/>	A00

! • The loading targets correspond to the unloading zones in the plant
• To change the order of the loading sequence, the corresponding loading destinations must be deleted and newly created in the desired order

Loading destinations can be deleted or added using the **+** or **-** buttons

Delete destination



Daimler Truck

SyncroSupply Central and TruckApp | TE/ONL-N | 30th July, 2024

17

3. "Timeslot Management" module – Booking regular tours

Step 3/4: Completing delivery data: Add (un)loading destinations

Book Tour

Delivery Data

Tour Date:	08/01/2024	Arrival Time:	04:45 pm	Latest arrival time:	05:45 pm
Relation:	1000 - Relation Wörth	Carrier:	* 10626851 - Friedrich		
Border:	<input type="text"/>				
Delivery type:	TT_GS	Customs:	<input type="checkbox"/>		
		Trailer Yard:	<input type="checkbox"/>		

The **unloading** points that are also approached are entered here.
The “Loading destination” field is filled in automatically

LKW-Nr.

<input type="checkbox"/>	Trailer Licence Plate: <input type="text"/>	Vehicle Type: <input type="text"/>
<input type="checkbox"/>	Mobile Number: <input type="text"/>	

Truck-Brand:

Then confirm the time slot **with the “Create Delivery” button**

End at	Dura...	Abladestelle	Bookable Object	Loading Type	Dangerous Goods
08/01/2024 05:00	15	<input type="text"/>	Leitstelle	Entry Handling <input type="checkbox"/>	<input type="checkbox"/>
08/01/2024 05:20	20	<input type="text"/>	A00	Unloading <input type="checkbox"/>	<input type="checkbox"/>

2 "Unloading" is preassigned as the load type.

3 **Create Delivery** **Cancel**

3. "Timeslot Management" module – Booking regular tours

Step 3/4: Completing delivery data: Add empty containers loading

Book Tour

Delivery Data

Tour Date:	07/30/2024	Arrival Time:	15:45 pm
Relation:	1000 - Relation Wörth		
Border:	<input type="text"/> *		
Delivery type:	TT_GS		
External Goods:	<input type="checkbox"/>		
Empty Advice Nr:	0060	/ 2024	LKW-Nr.

Fill in empties notification number

The additional **empty container unloading** point to be approached is entered here.
The unloading point can be selected by entering "**Empties**" in the search field. The "Loading destination" field is filled in automatically.

Then confirm the time slot with the "**Create Delivery**" button

1

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Trailer Licence Plate:

Mobile Number:

Select "**Loading**" as the load type.

Facility	Empty container ABL
Wörth	704
Gaggenau	561
Ötigheim PCC	124
Kassel	910

3. "Timeslot Management" module – Booking regular tours

Step 4/4: Booking confirmation of the time slot

The "Create Delivery Slip" button generates a cover sheet in PDF format

1

Booking confirmation for bordero 40000003

Your booking was successful.

Booking Details

Delivery No.: 68915
 Planned Start Time: 08/02/2024 08:00 am
 Latest arrival time: 08/02/2024 09:00 am
 Planned End Time: 08/02/2024 08:35 am
 Relation: 4000 - Test
 Carrier Name: 10000000 - Spediteur Wörth
 Carrier: 10000000
 Delivery Type: Frei Haus
 Loading Docks: XXX

Deckblatt zur Warenanlieferung
Cover Sheet for Incoming Goods

Borderonummer: 10010001
 Werk: 10000001 Spediteur Schulung
 Standort Werk Wörth

Spediteur: 10000001 Spediteur Schulung
 Carrier: 10000001 Spediteur Schulung
 Anlieferdatum: 14.01.2022 15:00 Delivery date
 Späteste Ankunft: 14.01.2022 16:00 Latest arrival
 Fahrzeug-Kennzeichen: - Vehicle license plate
 Anhänger-Kennzeichen: - Trailer license plate

Leergut (Leergutplatz): Ja
 Empties (empties area): Ja
 Zoll: customs
 Wechseltürcke: Nein
 Trailer-Yard: Nein
 Fahrzeugtyp: - Vehicle type
 Fabrikat: - brand
 Mobilnummer: - Mobile phone number
 Leerg.-Avis.-Nr: 0030/2022/1212121 12
 Bemerkung: - remark

Jump to Delivery Monitor

Book another delivery

Bookmarks

Delivery Monitor

Book another delivery

Create Delivery Slip

In the case of an empties loading, the empties identifier and the empties notification number are documented on the delivery slip

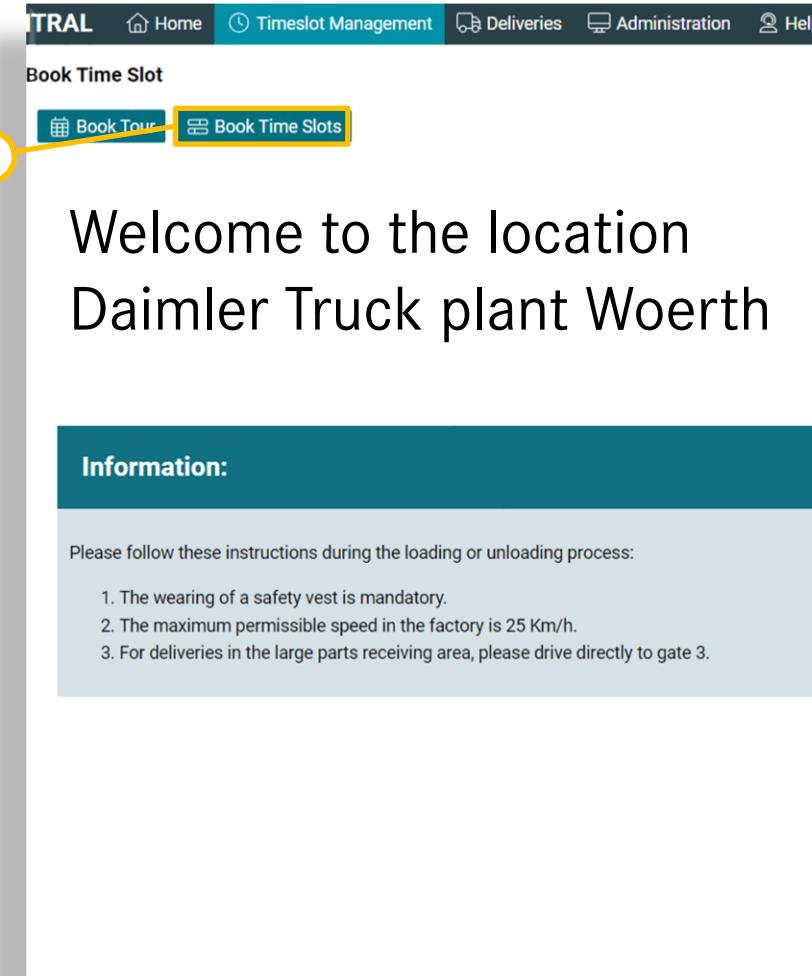
3. "Timeslot Management" module – Booking free time slots

Step 1/6: Starting of (free) time slot dialogue

You can use the **"Book Time Slots"** button **to** book sporadic time slots.



Booking of free time slots only possible, if **regular** time slots have already been booked.



1

Welcome to the location
Daimler Truck plant Woerth

Information:

Please follow these instructions during the loading or unloading process:

1. The wearing of a safety vest is mandatory.
2. The maximum permissible speed in the factory is 25 Km/h.
3. For deliveries in the large parts receiving area, please drive directly to gate 3.

Questions?

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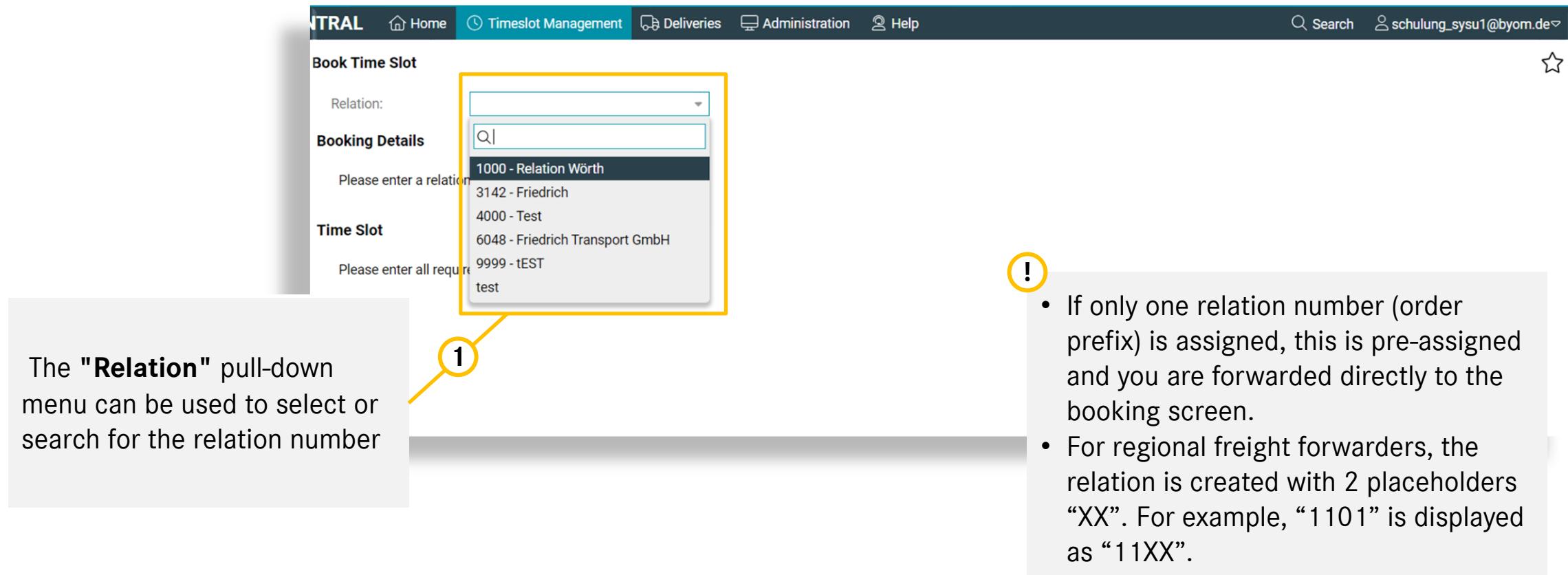
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3. "Timeslot Management" module – Booking free time slots

Step 2/6: Selecting relation via the pull-down menu



The "Relation" pull-down menu can be used to select or search for the relation number

1

!

- If only one relation number (order prefix) is assigned, this is pre-assigned and you are forwarded directly to the booking screen.
- For regional freight forwarders, the relation is created with 2 placeholders "XX". For example, "1101" is displayed as "11XX".

3. "Timeslot Management" module – Booking free time slots

Step 3/6: Filling in the needed time slot data

Complete the **delivery data**. (Data fields marked with * are mandatory.)

Specification of the **unloading points** to be approached.

Pressing the button **+** or **-** loading destinations/ empty containers can be deleted or added

Time slot suggestions are displayed via the "Continue" button

1

2

3

4

Book Time Slot

Relation: 9999 - tEST

Booking Details

Delivery Data

Delivery Type: DV Carrier: *

Bordero: * Add bordero

Customs: Swapbody:

External Goods: Trailer Yard:

Empty Advice Nr: 0060 / 2024 / LKW-Nr:

Remark:

Resource and Driver Information

Vehicle Licence Plate: Trailer Licence Plate: Vehicle Type:

Mobile Number:

Truck-Brand:

Loading Positions and Loading Units

Loading Position: * Loading Type: * Dangerous Goods:

Edit

Changing the selected relation

3. "Timeslot Management" module – Booking free time slots

Step 4/6: Selection of the date and desired time for the time slot

Book Time Slot

Relation: 1000 - Relation Wörth

Booking Details

Delivery Type: TT_GS	Carrier: 10626851 - Friedrich	Empty Advice Nr:
Bordero: 10000002	Mobile Number:	Customs: <input type="checkbox"/>
Loading Position: 010	Loading Type: Unloading	Loading Unit:

Time Slot

Delivery Date: 1 Requested Time: 01:52 pm 2 3 **Generate Proposals**

Select the date

The “Generate Proposals” button displays suggestions for free time slots

• Selected time
• Free time slots must be at least 2 hours in the future.
• An error message is output for time slot requests that do not comply with the 2 h deadline.

FEHLER
Bitte wählen Sie eine spätere Wunschzeit. Eine Fahrt für 25.01.2022 13:56:00 hätte bis 25.01.2022 11:56:00 gebucht werden müssen.

The booking information or relation can be adjusted via “Edit”.

3. "Timeslot Management" module – Booking free time slots

Step 5/6: Selecting a proposal

The screenshot shows the Syncrosupply Central interface for 'Book Time Slot'. The top navigation bar includes 'Home', 'Timeslot Management' (highlighted in blue), 'Deliveries', 'Administration', and 'Help'. The user is logged in as 'schulung_sysu1@byom.de'. The main content area is titled 'Book Time Slot' and shows a table of 'Number of Proposals: 5'. The table includes columns for Requested Date, Requested Time, Arrival Time, Deviation from Re..., Cycle Time (Minu...), and Latest arrival time. The last proposal in the list is highlighted with a yellow border. A legend below the table includes 'Tour Proposal' (green), 'Other Deliveries With This Carr' (blue), 'Other Deliveries' (grey), 'Loading Position Utilization' (light blue), and 'Closing Times' (grey). A timeline at the bottom shows delivery slots from 12:00 AM to 1:00 PM on 7/31/2024. The bottom navigation bar includes 'Save Selected Solution' (highlighted in yellow) and 'Delivery Monitor'.

Select a Proposal

Number of Proposals: 5

Requested Date	Requested Time	Arrival Time	Deviation from Re...	Cycle Time (Minu...)	Latest arrival time
7/31/2024	08:30	7/31/2024 7:30 AM	-60	15	8:30 AM
7/31/2024	08:30	7/31/2024 8:00 AM	-30	15	9:00 AM
7/31/2024	08:30	7/31/2024 8:30 AM	0	15	9:30 AM
7/31/2024	08:30	7/31/2024 9:00 AM	30	15	10:00 AM
7/31/2024	08:30	7/31/2024 9:30 AM	60	15	10:30 AM

Graphical representation of the selected proposal

Via the button "Save Selected Solution"

3. "Timeslot Management" module – Booking free time slots

Step 6/6: Booking confirmation for the booked time slot

The "Create Delivery Slip" button generates a cover sheet in PDF format

1

Booking confirmation for bordero 40000003

Your booking was successful.

Booking Details

Delivery No.: 68915
 Planned Start Time: 08/02/2024 08:00 am
 Latest arrival time: 08/02/2024 09:00 am
 Planned End Time: 08/02/2024 08:35 am
 Relation: 4000 - Test
 Carrier Name: 10000000 - Spediteur Wörth
 Carrier: 10000000
 Delivery Type: Frei Haus
 Loading Docks: XXX

Create Delivery Slip

Deckblatt zur Warenanlieferung
Cover Sheet for Incoming Goods

Borderonummer: Bordero number
 10010001
Werk: Plant
 Standort Werk Wörth

Spediteur: Carrier 10000001 10000001 Spediteur Schulung
Anlieferdatum: Delivery date 14.01.2022 15:00
Späteste Ankunft: Latest arrival 14.01.2022 16:00
Fahrzeug-Kennzeichen: Vehicle license plate -
Anhänger-Kennzeichen: Trailer license plate -

Leergut (Leergutplatz): Empties (empties area) Nein **Zoll:** customs Nein
Trailer-Yard: Trailer yard Nein **Wechselbrücke:** swap body Nein
Fahrzeugtyp: Vehicle type -
Fabrikat: brand -
Mobilnummer: Mobile phone number -
Bemerkung: remark -

Jump to Delivery Monitor

Book another delivery

Bookmarks **Delivery Monitor** **Book another delivery** **Create Delivery Slip**

3. "Timeslot Management" module – Booking free time slots

Note: Booking not completed



If a booking **is not completely completed** (no proposal is selected) and the Delivery monitor is clicked, the manifest is documented with **the status "created"**.

NO time slot has been booked.

→ The time slot must be deleted and rescheduled for the time slot booking

The screenshot shows the Syncrosupply Central interface for booking a time slot. The top navigation bar includes Home, Timeslot Management (selected), Deliveries, Administration, and Help. The user is logged in as schulung_sysu1@byom.de. The main form is titled 'Book Time Slot' and shows the following details:

Booking Details		
Delivery Type: TT_GS	Carrier: 10626851 - Friedrich	Empty Advice Nr:
Bordero: 10000002	Supplier:	Mobile Number:
Loading Position: 010	Loading Type: Unloading	Loading Unit:
Time Slot		
Delivery Date:	* 07/30/2024	Requested Time:
<input type="button" value="Generate Proposals"/>		

At the bottom, there are buttons for Bookmarks, Save Selected Solution, and Delivery Monitor (highlighted with a yellow circle and labeled '1'). A yellow box on the right contains the text '⚠ Delivery must be replanned!'. The status bar at the bottom right shows 'SyncroSupply Central and TruckApp | TE/ONL-N | 30th July, 2024'.

3. "Timeslot Management" module – Booking free time slots

General information

- Time slots can still be edited up to 2 hours before the start of the time slot.
- As soon as a delivery has already reached the plant, the time slot can no longer be edited.
- The standard time slots for the next 7 days are visible in the booking overview.
- The correct sequence and completeness of the unloading zones must be ensured when booking time slots.
- Late trips do not have to be re-scheduled with an additional TS: As soon as the driver of a late tour reaches the truck control center of the plant, his tour will be steered into the process.

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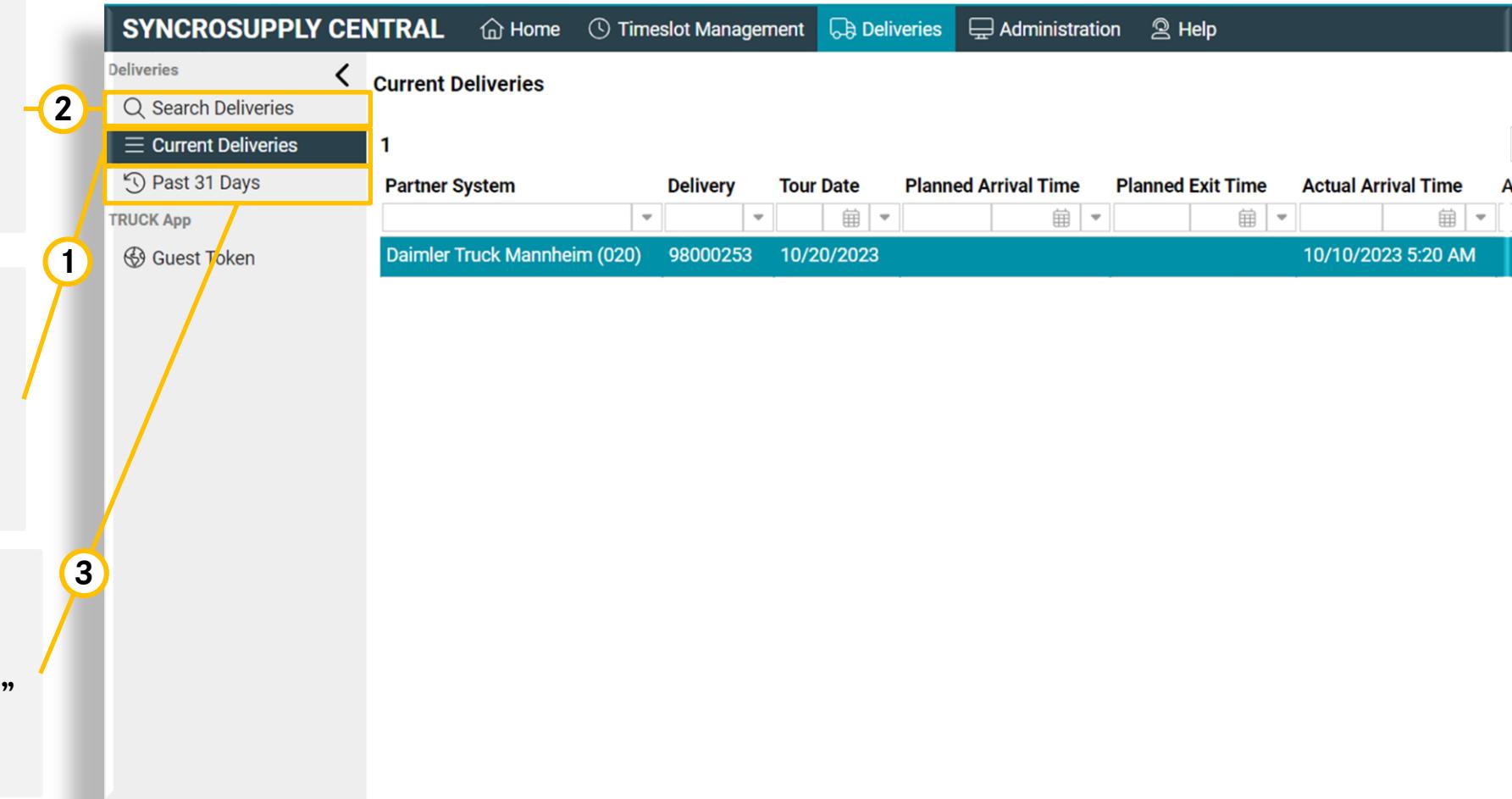
4. “Deliveries” module

Navigation

Deliveries can be found using search criteria in the “**Delivery search**”

“**Current Deliveries**” (start page) “Current Deliveries” shows the tours that have not yet been completed and the time slots that have already been booked

The completed/canceled tours are displayed in “**Past 31 Days**”



SYNCROSUPPLY CENTRAL

Home Timeslot Management Deliveries Administration Help

Deliveries

Current Deliveries

1

Partner System Delivery Tour Date Planned Arrival Time Planned Exit Time Actual Arrival Time

Daimler Truck Mannheim (020) 98000253 10/20/2023 10/10/2023 5:20 AM

Search Deliveries

Current Deliveries

Past 31 Days

TRUCK App Guest Token

2

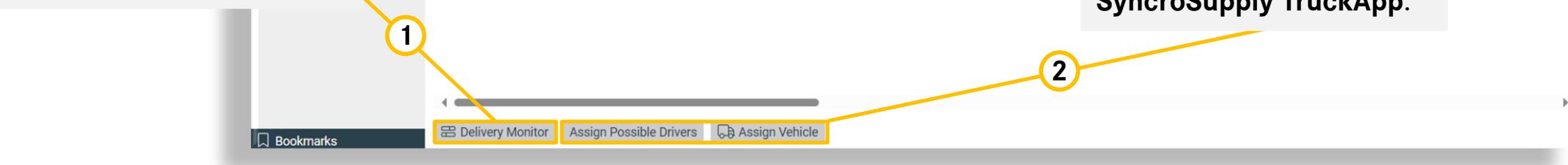
3

4. “Deliveries” module

Current Deliveries view

Partner System	Delivery	Tour Date	Planned Arrival Time	Planned Exit Time	Actual Arrival Time	Actual End Time	Vehicle License Plate	Possible Drivers	Current
Daimler Truck Mannheim (020)	98000253	10/20/2023			10/10/2023 5:20 AM		LKA-00001		Action

The “**Delivery Monitor**” button or **double-clicking** on a selected tour can be used to call up the delivery monitor for the marked tour



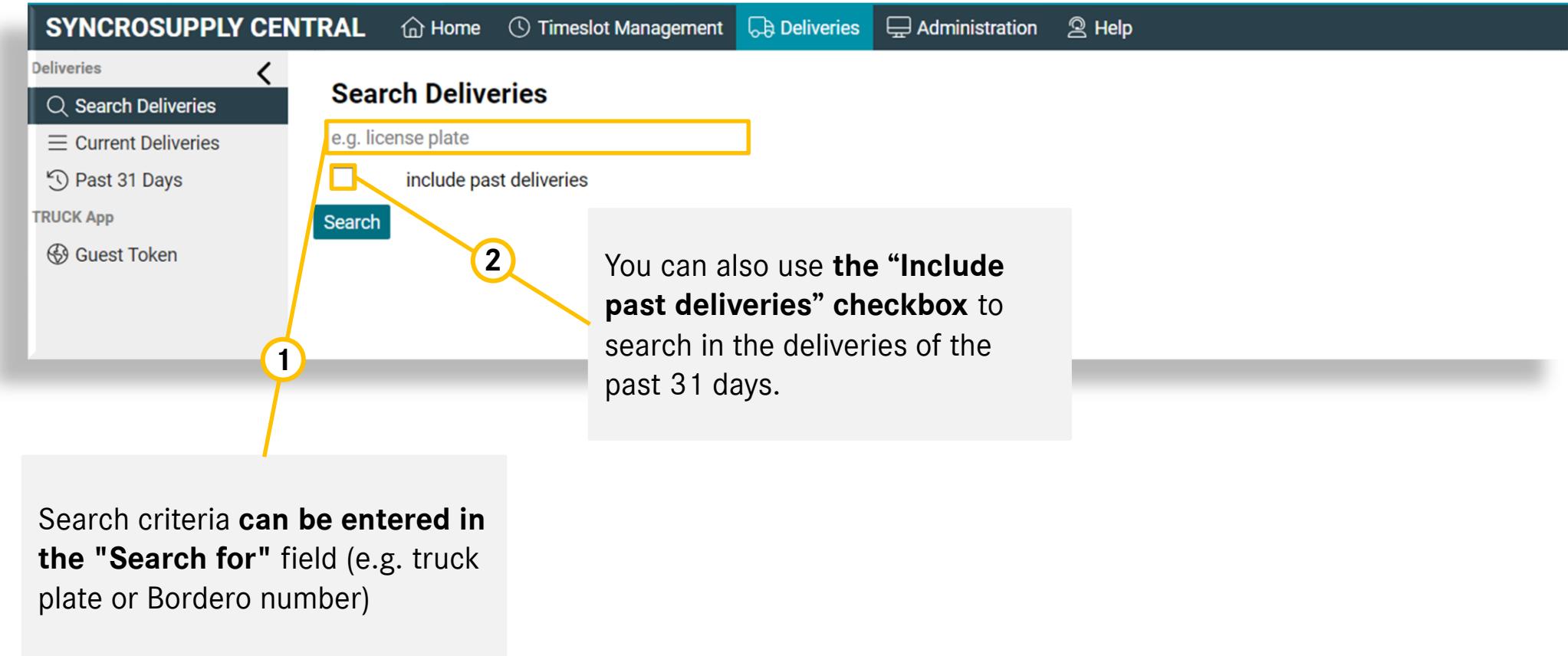
4. “Deliveries” module

Relevant columns of the deliveries tables

Column Heading	Content of the guide
Partner system	Plant to be driven to
Relationships	BVS with name
Driving	Receipt number
Date of the trip	Date of the trip
Estimated Arrival	Start of time slot
Planned departure time	End of time slot
Current state of play	Current status of the trip
Identification label	License plate
Trip status	Overall status of the trip
Loading destinations	Indicates the unloading zones

4. “Deliveries” module

You can also search for deliveries by using the deliveries search.



SYNCROSUPPLY CENTRAL

Home Timeslot Management Deliveries Administration Help

Deliveries

Search Deliveries

e.g. license plate

include past deliveries

Search

1

2

You can also use the “Include past deliveries” checkbox to search in the deliveries of the past 31 days.

Search criteria **can be entered in the "Search for" field** (e.g. truck plate or Bordero number)

4. “Deliveries” module

Overview of delivery monitor

Bordero number

Display of truck plate number & starting hour of time slot

General delivery data for the delivery.

Canceling a delivery

Information on booked unloading zones (loading destinations)

Editing a delivery

1 Bordero 10000001

2 Vehicle Licence Plate: Planned Arrival Time: 7/30/2024 ...

3 Delivery Times Vehicle / Driver References

4 Current State: Planned Relation: 1000 - Relation Wörth Supplier: 10000000 Lieferant Wörth

Current Position: Carrier: 10626851 - Friedrich

Next Position: Empty Advice Nr:

Delivery No.: 68913 Dangerous Goods:

Whole Day Valid:

Empties:

5 Actions Documents (0)

6 Edit Delivery

Cancel Delivery

Number	Action State	Action Type	Activity	Bookable Object	Position	Original BookObj...	Abla
474,646	Open	Entry Handling		Leitstelle	Leitstelle		
474,647	Open	Unloading		A00	A00/PCC		PCC

4. “Deliveries” module – Editing planned regular time slots

Step 1/3: Calling-up the already planned regular tour

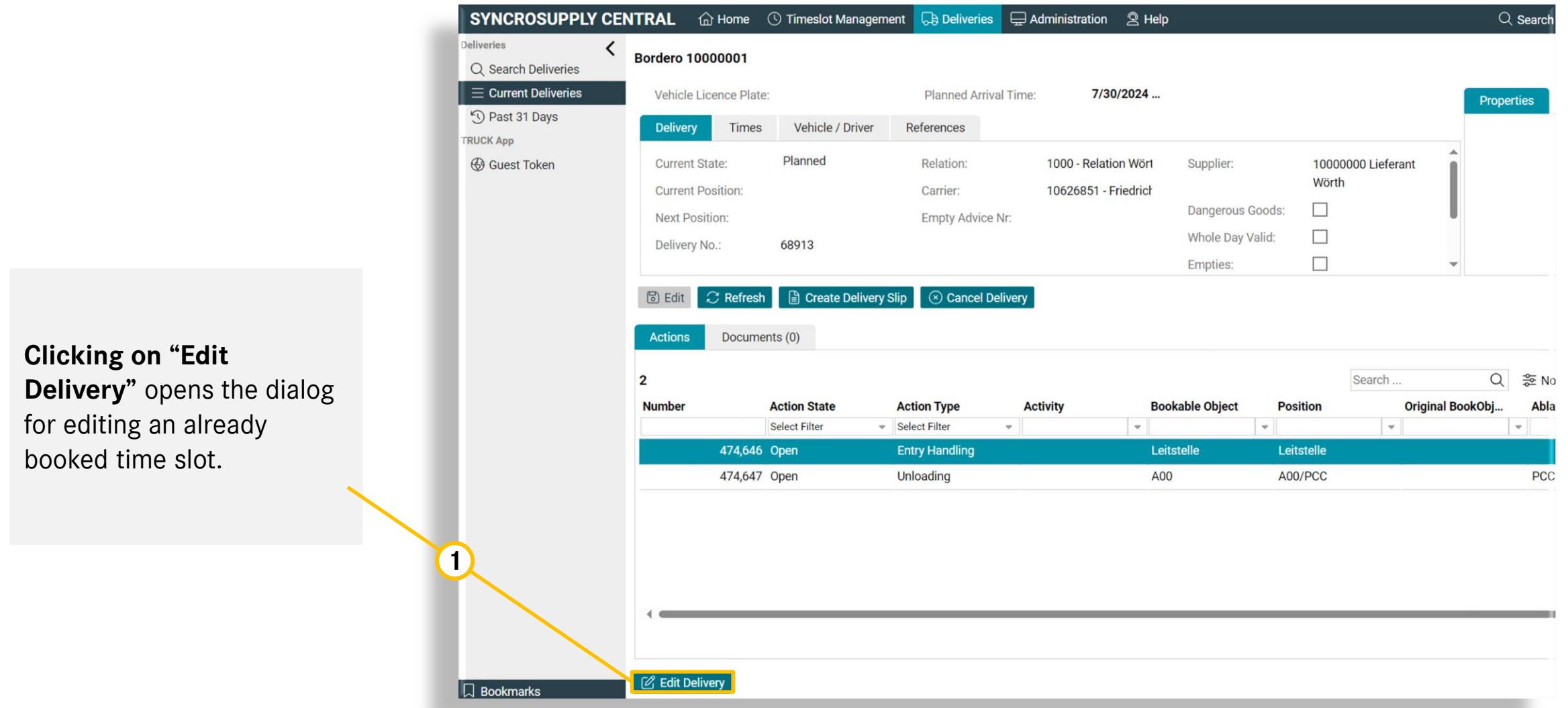
Press the **“Delivery monitor”** button or Double-click on a selected tour to open the delivery monitor for the marked tour.

Partner System	Delivery	Tour Date	Planned Arrival Time	Planned Exit Time	Actual Arrival Time	Actual End Time	Vehicle License Plate	Possible Drivers	Current St
imler Truck Wörth (060)	10000001	7/30/2024	7/30/2024 4:45 PM	7/30/2024 5:20 PM					Planned
imler Truck Wörth (060)	10000002	7/29/2024							Created
imler Truck Mannheim (020)	98000253	10/20/2023			10/10/2023 5:20 AM		LKA-00001		Action fini

Only deliveries **with the status** “Planned” can be edited

4. “Deliveries” module – Editing planned regular time slots

Step 2/3: In the delivery monitor, the existing time slot can be edited.



Clicking on “Edit Delivery” opens the dialog for editing an already booked time slot.

1

2

Number	Action State	Action Type	Activity	Bookable Object	Position	Original BookObj...	Abla
474,646	Open	Entry Handling		Leitstelle	Leitstelle		
474,647	Open	Unloading		A00	A00/PCC		PCC

4. “Deliveries” module – Editing planned regular time slots

Step 3/3: Editing general delivery data, vehicle, driver data and loading destinations

The general delivery data can be changed here.

Additional unloading points can be added here

Click “Save” to apply the changes.

1

2

3

Central Home Timeslot Management Deliveries Administration Help

Edit Delivery: 10000001

Delivery Data

Tour Date:	07/30/2024	Arrival Time:	04:45 pm	Latest arrival time:	05:45 pm
Relation:	1000 - Relation Wörth	Carrier:	10626851 - Friedrich	Supplier:	
Bordero:	*10000001	Customs:	<input type="checkbox"/>	Swapbody:	<input type="checkbox"/>
Delivery type:	TT_GS	External Goods:	<input type="checkbox"/>	Trailer Yard:	<input type="checkbox"/>
Empty Advice Nr:	0060 / 2024 /	LKW-Nr:			
Remark:	<input style="width: 100%; height: 40px; border: 1px solid #ccc; border-radius: 5px; padding: 5px; font-size: 14px; font-family: inherit;" type="text" value=""/> 0/250				

Resource and Driver Information

Vehicle Licence Plate:		Trailer Licence Plate:		Vehicle Type:	
Driver Name:					
Driver Language:		Mobile Number:			
Truck-Brand:					

Time Slots

Start at	End at	Duration	Abladestelle	Bookable Object	Loading Type	Dangerous Goods
07/30/2024 04:45	07/30/2024 05:00	15		Leitstelle	Entry Handling	<input type="checkbox"/>
07/30/2024 05:00	07/30/2024 05:20	60	PCC <input type="button" value="x"/>	A00	Unloading	<input type="checkbox"/>
			*704 Lee... <input type="button" value="x"/>	*C08 <input type="button" value="x"/>	*Loading <input type="button" value="x"/>	<input type="checkbox"/>

Save Cancel

4. “Deliveries” module – Editing free time slots

After the planning of a free time slot, only general delivery data can be edited.

The screenshot shows the Syncrosupply Central interface for managing deliveries. The main title is "Bordero 10000001". The top navigation bar includes "Home", "Timeslot Management", "Deliveries" (which is the active tab), "Administration", and "Help". The search bar shows "schulung_sysu1@byom.de".

Left Sidebar: "Current Deliveries" is selected. It lists "Past 31 Days", "TRUCK App", and "Guest Token". A yellow circle with the number "1" is placed over the "Guest Token" link.

Delivery Details: The "Delivery" tab is selected. It shows the following data:

Current State:	Planned	Relation:	1000 - Relation Wörth	Supplier:	10000000 Lieferant Wörth
Current Position:		Carrier:	10626851 - Friedrich	Dangerous Goods:	<input type="checkbox"/>
Next Position:		Empty Advice Nr:		Whole Day Valid:	<input type="checkbox"/>
Delivery No.:	68913			Empties:	<input type="checkbox"/>

Action Buttons: "Edit", "Refresh", "Create Delivery Slip", and "Cancel Delivery".

Actions List: The "Actions" tab is selected. It shows two entries:

Number	Action State	Action Type	Activity	Bookal
474,646	Open	Entry Handling		Leiste
474,647	Open	Unloading		A00

A yellow circle with an exclamation mark (!) is placed over the "Actions" tab.

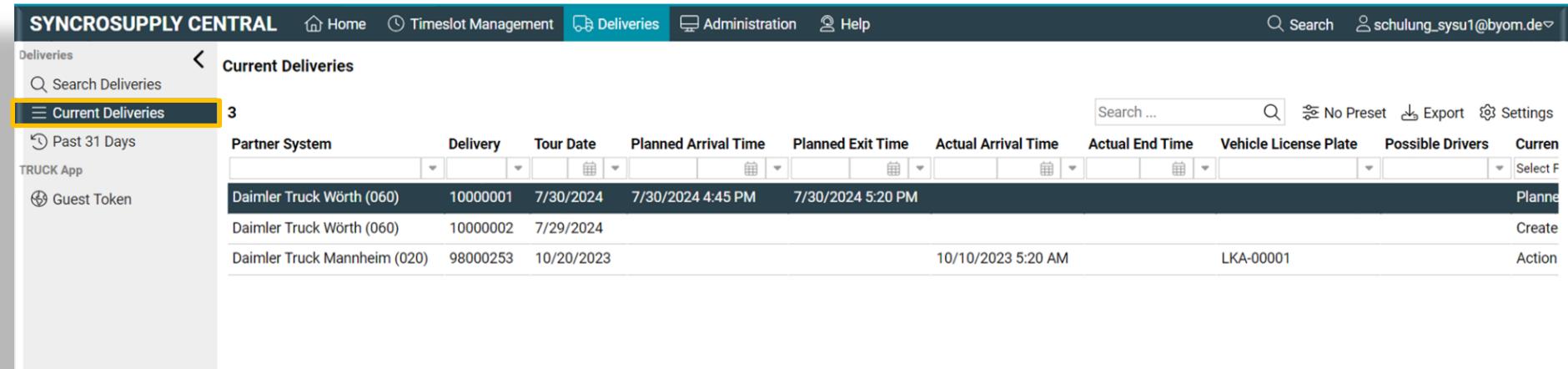
Bottom Navigation: "Bookmarks" and "Edit Delivery".

List of Points:

- With free time slots, only the **driver and vehicle data can be edited**.
- Free time slots **cannot be edited**.
- If changes to the loading destinations/unloading points are necessary, the time slot must **be deleted and newly created**.

4. “Deliveries” module – Deleting planned time slots

Step 1/2: Calling up the delivery to be deleted in the delivery monitor



Partner System	Delivery	Tour Date	Planned Arrival Time	Planned Exit Time	Actual Arrival Time	Actual End Time	Vehicle License Plate	Possible Drivers	Current
Daimler Truck Wörth (060)	10000001	7/30/2024	7/30/2024 4:45 PM	7/30/2024 5:20 PM					Planned
Daimler Truck Wörth (060)	10000002	7/29/2024							Create
Daimler Truck Mannheim (020)	98000253	10/20/2023			10/10/2023 5:20 AM		LKA-00001		Action

The “**Delivery** Monitor” button or **double-clicking** on a selected delivery can be used to call up the delivery monitor for the marked delivery

1



Delivery Monitor Assign Possible Drivers Assign Vehicle Send Guest Token Invalidate Guest Token

4. “Deliveries” module – Deleting planned time slots

Step 2/2: Deleting the delivery

A delivery is deleted via the button "Cancel Delivery".

2

Syncrosupply Central

Bordero 10000001

Vehicle Licence Plate: Planned Arrival Time: 7/30/2024 ...

Properties

Delivery Times Vehicle / Driver References

Current State: Planned Relation: 1000 - Relation Wörth Supplier: 10000000 Lieferant Wörth

Current Position: Carrier: 10626851 - Friedrich

Next Position: Empty Advice Nr:

Delivery No.: 68913 Dangerous Goods:

Whole Day Valid:

Empties:

Edit Refresh Create Delivery Slip Cancel Delivery

Actions Documents (0)

2

Number	Action State	Action Type	Activity	Bookable Object	Position	Original BookObj...	Ablade
474,646	Open	Entry Handling		Leitstelle	Leitstelle		
474,647	Open	Unloading		A00	A00/PCC		PCC

Search ... No F

Bookmarks Edit Delivery

Agenda

1. Introduction
2. SyncroSupply Central overview
3. Timeslot Management module
4. Deliveries module
- 5. Administration and Help module**
6. TruckApp
7. General settings
8. Registration and location activation

5. "Administration" module

Activation links and users can be managed via this module.

- User management
SyncroSupplyCentral and
TruckApp
- When **using the TruckApp**, the
drivers are also registered
here.

SYNCSUPPLY CENTRAL

Home Timeslot Management Deliveries Administration Help

Administration

Company Information
Manage your company information here.

Company Information
Manage your company information here.

Truck Management
Manage your trucks here.

User and Rights Management

Users
Manage your users here.

Partner Overview

Activate Partner
Use an activation key to activate another partner.

Logistic Partners

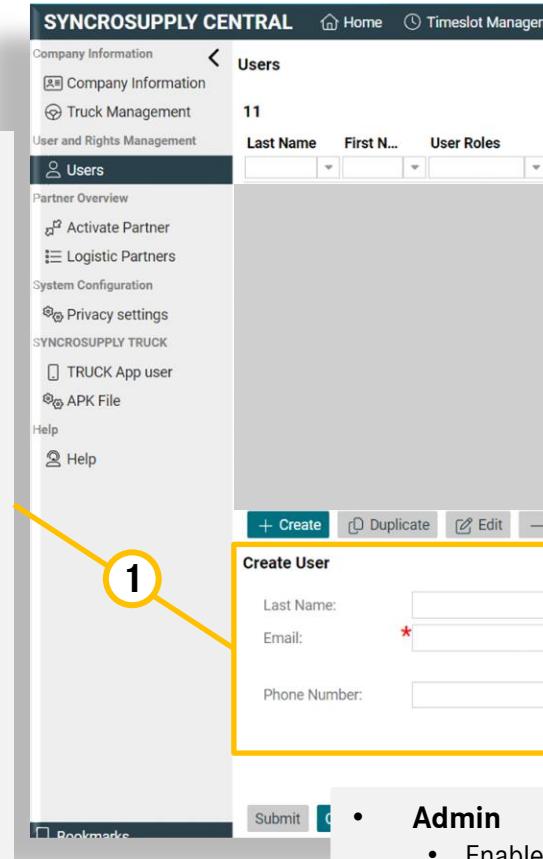
System Configuration

Privacy settings

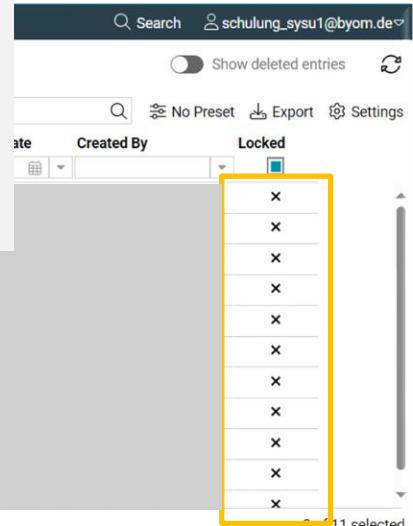
5. "Administration" module

Creating users

- A new user can be created via **Create**. Only the email address field is required (it does not have to be a real email address, a **user** name is sufficient)
- The **driver** role must be selected for **drivers** to use the **SyncroSupply TruckApp**
- A password for the user must then be assigned to the system via **Set password**



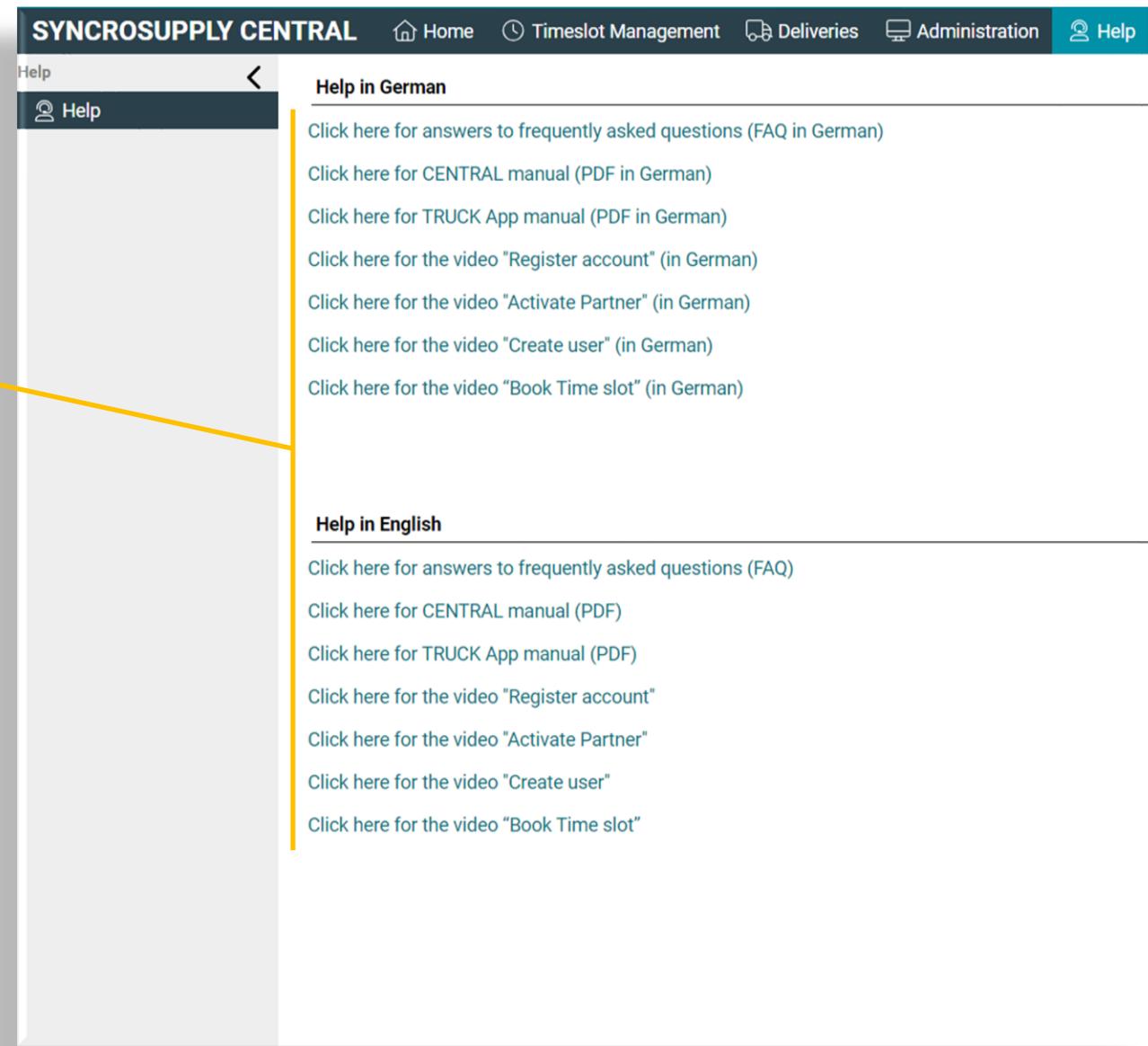
- If a user cannot log in, they may be blocked
- In this case, a new password **can be set via Set password** to reactivate the user



- Admin**
 - Enables the administration of all functions for the respective freight forwarding account
- User**
 - Allows access to general functions in SyncroSupply Central (time slot management, trips)
 - For example, Suitable for scheduling employees
- Driver**
 - Prerequisite for using the SyncroSupply Truck app
 - No authorization to access SyncroSupply Central!

5. “Help” module

- In the **help area**, you will find **general FAQs, information, videos, etc.** regarding **SyncroSupply Central** and **TruckApp**.
- The information is available in German and English.



SYNCROSUPPLY CENTRAL Home Timeslot Management Deliveries Administration Help

Help <

Help

Help in German

- [Click here for answers to frequently asked questions \(FAQ in German\)](#)
- [Click here for CENTRAL manual \(PDF in German\)](#)
- [Click here for TRUCK App manual \(PDF in German\)](#)
- [Click here for the video "Register account" \(in German\)](#)
- [Click here for the video "Activate Partner" \(in German\)](#)
- [Click here for the video "Create user" \(in German\)](#)
- [Click here for the video "Book Time slot" \(in German\)](#)

Help in English

- [Click here for answers to frequently asked questions \(FAQ\)](#)
- [Click here for CENTRAL manual \(PDF\)](#)
- [Click here for TRUCK App manual \(PDF\)](#)
- [Click here for the video "Register account"](#)
- [Click here for the video "Activate Partner"](#)
- [Click here for the video "Create user"](#)
- [Click here for the video "Book Time slot"](#)

Agenda

1. Introduction
2. SyncroSupply Central overview
3. Timeslot Management module
4. Deliveries module
5. Administration and Help module
6. **TruckApp**
7. General settings
8. Registration and location activation

6. TruckApp

General information

- Main device & app settings
 - Sounds (The volume for “Ringtone” and “Media” must be high enough)
 - App permissions (all app permissions must be approved to ensure error-free operation. This also includes *access to physical activity* (Android) or *access to movement and fitness data* (IOS))
 - Location access (GPS tracking must be active during the entire journey)
 - Deactivate energy saving mode (Doze mode) on Android (energy saving mode can cause faults in the control system). An exception must therefore be added in the energy settings for the SyncroSupply Truck app)
 - Permanently connect the device to the power supply (power supply unit, powerbank)
- Correct entry and up-to-dateness of the license plate number of the vehicles used
 - Before starting a journey, the driver must select the correct tractor number plate in the app. Subsequent adaptation may cause Delays in operational processes
- Correct authorisation of the driver by the forwarding agent
 - The "**DRIVER**" role is mandatory for every driver!

!! Warning: Please note that non-compliance with these instructions may lead to delays in the operational process, which will be at your expense. !!

6. TruckApp

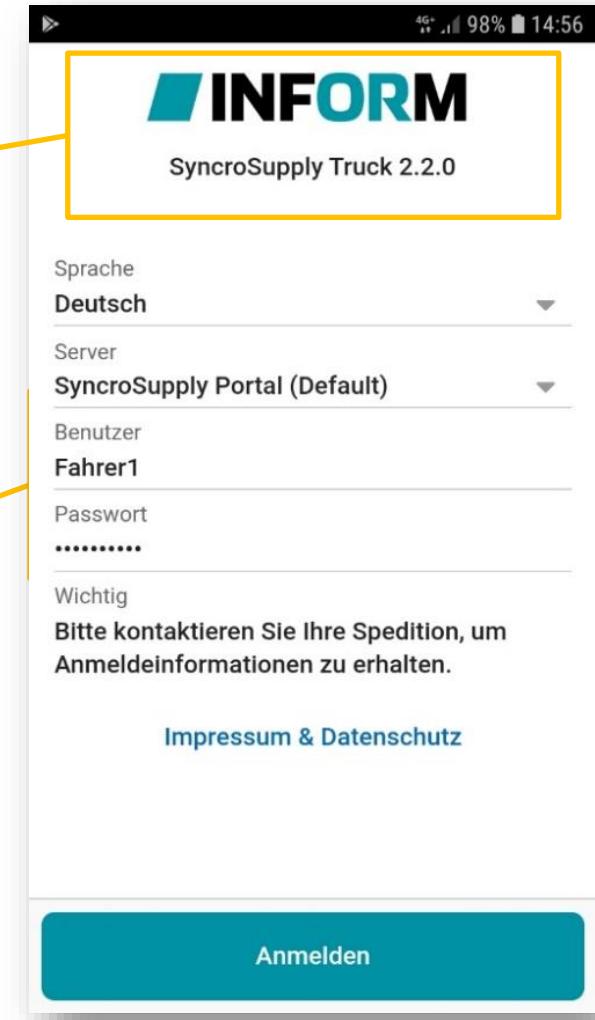
Login

- The **SyncroSupply Truck app** can be downloaded from the Google Play Store or the Apple AppStore. This is possible without prior activation.
- Search term: “SyncroSupply Truck”
- Please make sure that you **always have the latest version of the app** installed on the devices.

- Login takes place with **the** user data created in **SyncroSupply Central**
- The **"DRIVER"** role is mandatory for use!

1

2



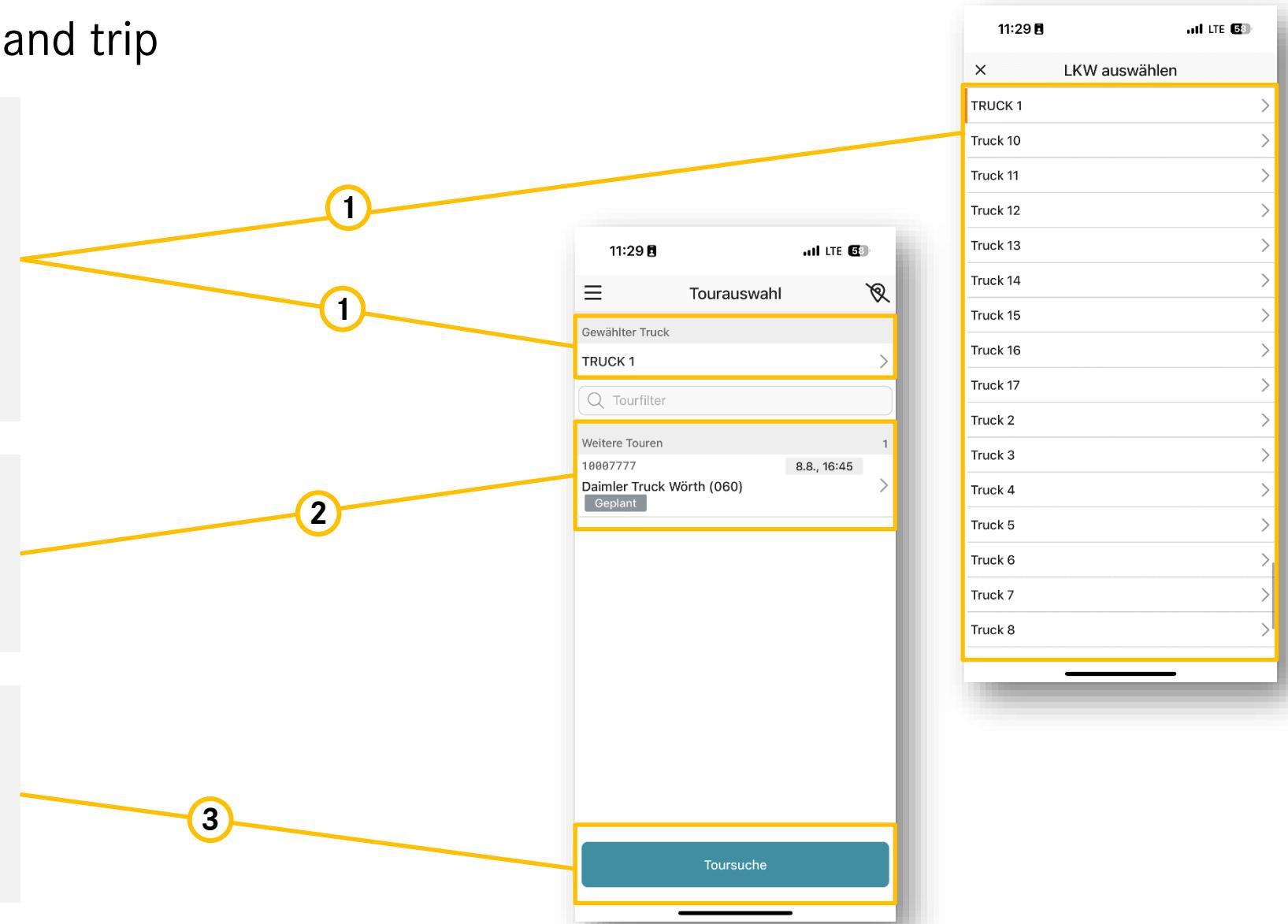
6. TruckApp

Selection of license plate and trip

- At first, the truck that is driving the trip must be selected (license plate number).
- All truck plates maintained in SyncroSupply Central are displayed via **Selected Truck**.

- The **trips linked** to the truck plate number are then displayed.

- If the trip is not yet assigned to a (or another) truck plate number, this can be found via the “**trip search**”.



6. TruckApp

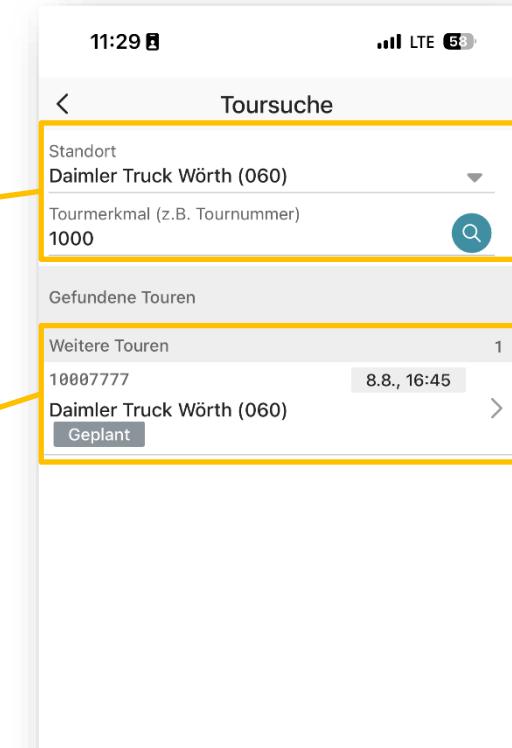
Trip search

- A **location** and a **search criterion** (e.g. truck plate number) can be specified in the **“trip search”**

1

- The **results** found are then displayed

2



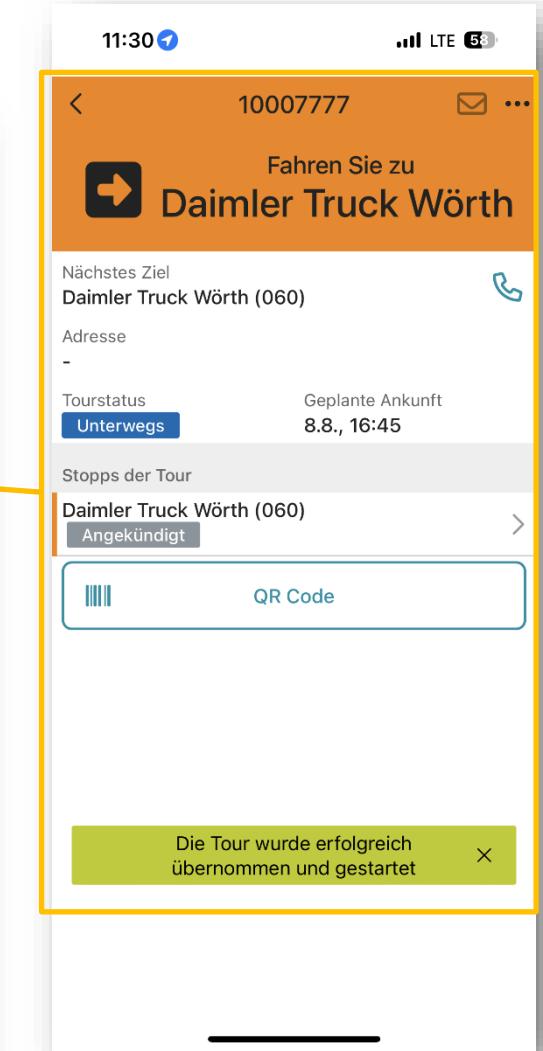
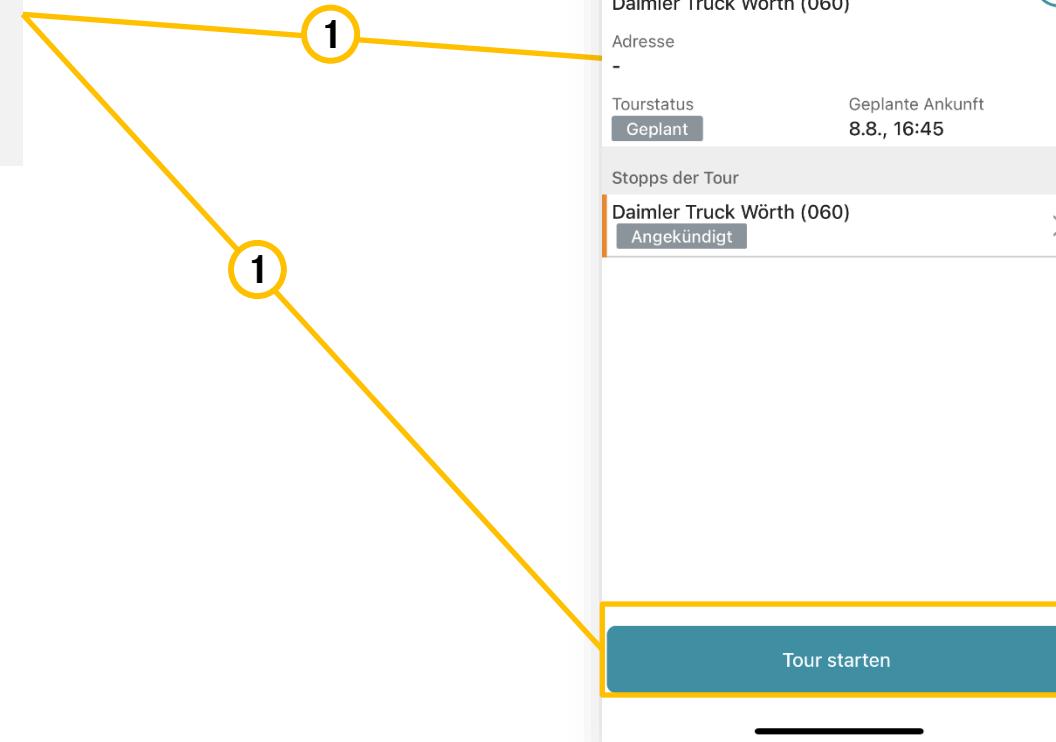
!

- If a trip is selected via the trip search, the trip is linked to the previously selected truck (license plate number). The indicator is also adapted accordingly in SyncroSupply Central.

6. TruckApp

Starting a trip

- After selecting the tour, it can be started via “**Start tour**”
- A **driving instruction** to the Daimler Truck plant is displayed



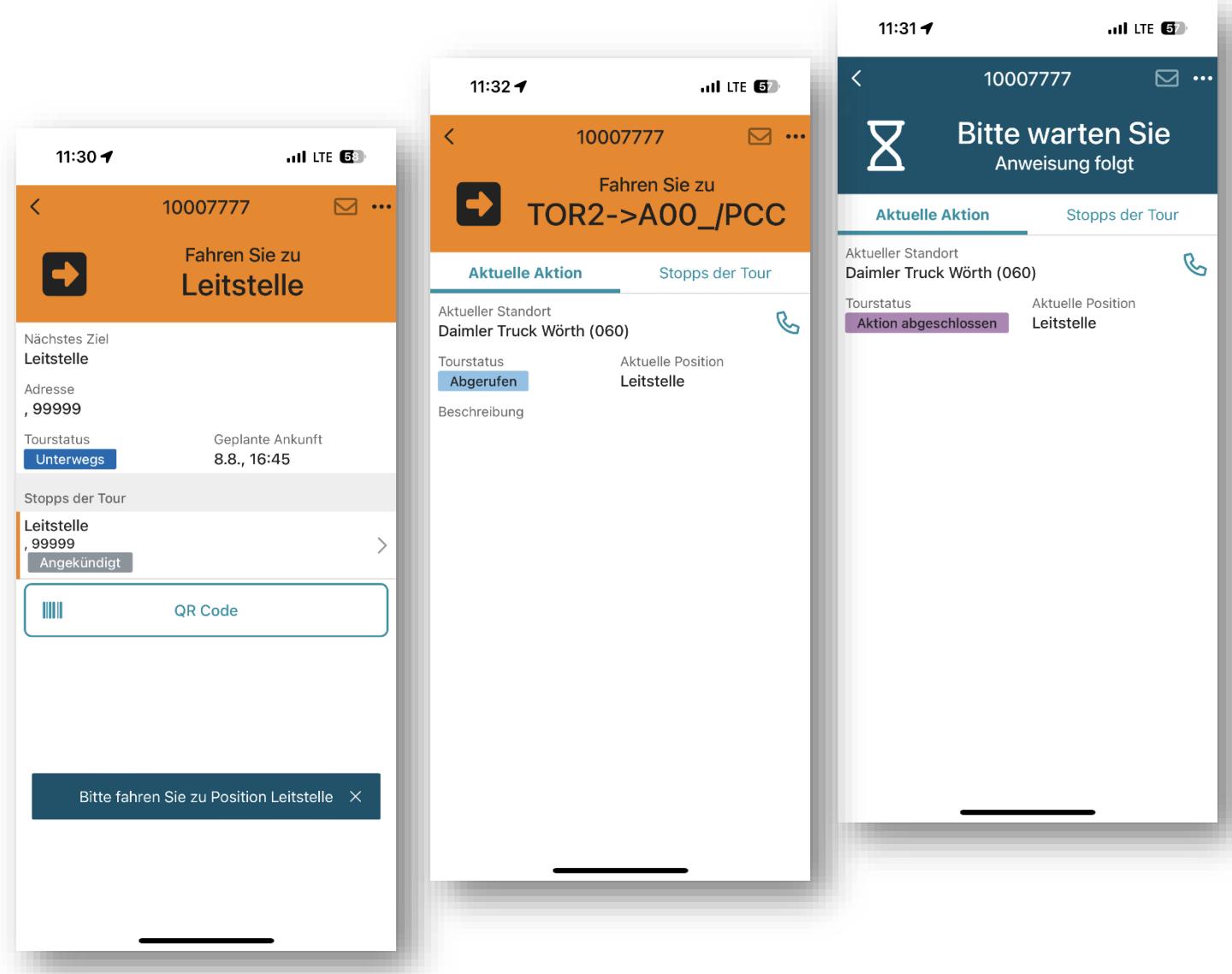
6. TruckApp

Driving instructions

- **Driving** instructions are given when approaching the plant. These can apply, for example, to the truck control center, the parking lot or the plant.
- If the truck is at a position (e.g. the parking lot or an internal waiting area), the corresponding message "Please wait. Instruction to follow"

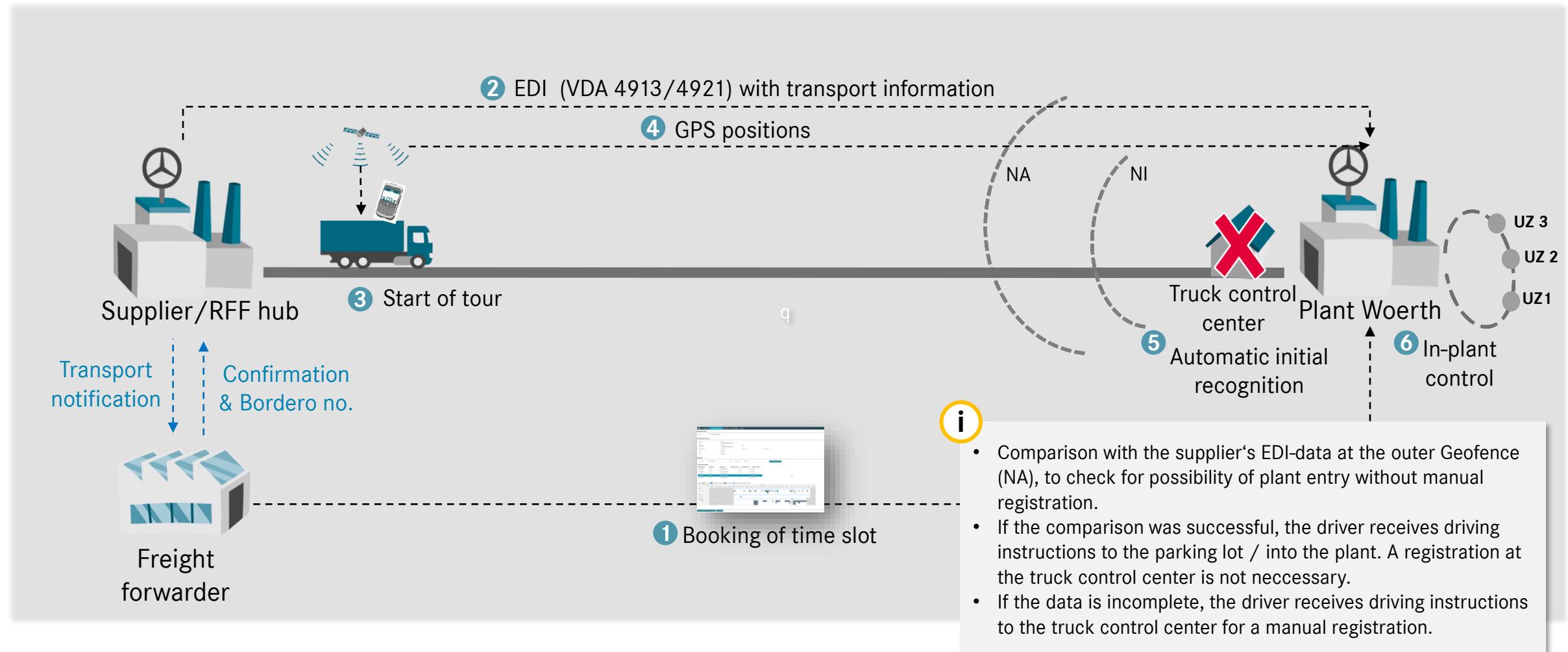


- Note: Unless otherwise instructed, the truck may only enter the plant with active driving instructions. Otherwise, it will be rejected at the plant gate, which can lead to process disruptions.



6. TruckApp

Plant entry without manual registration (simplified visualization)



RFF: regional freight forwarder

Agenda

1. Introduction
2. SyncroSupply Central overview
3. Timeslot Management module
4. Deliveries module
5. Administration and Help module
6. TruckApp
- 7. General settings**
8. Registration and location activation

7. General settings (Tables SyncroSupply v10)

Search & Filter

The screenshot shows a table titled 'Current Deliveries' with a search bar and a filter dropdown menu.

Search Bar: The search bar contains the text '10000001'. A yellow box highlights the search input field, and a yellow arrow labeled '1' points to it. To the right of the input field are buttons for 'Clear all', 'Search: 10000001', and 'Delivery = *10000001*'. A yellow arrow labeled '2' points to the search input field.

Filter Menu: A dropdown menu is open, showing search criteria: 'Contains' (selected), 'Does not contain', 'Empty', 'Not empty', 'Starts with', and 'Ends with'. A yellow arrow labeled '3' points to the 'Contains' option.

Table Headers: The table has the following headers: Partner System, Delivery, Tour Date, Planned Arrival Ti..., Planned Exit Time, Actual Arrival Time, Actual End Time, Vehicle License P..., and Possible Drivers.

Table Data: The first row shows 'Daimler Truck Wörth ...' and '10000001'. The 'Delivery' column shows the value '10000001' with a yellow box around it. The 'Tour Date' column shows '7/30/2024'. The 'Planned Arrival Ti...' and 'Planned Exit Time' columns show '7/30/2024 4:45 PM' and '7/30/2024 5:20 PM' respectively. The 'Actual Arrival Time' and 'Actual End Time' columns are empty. The 'Vehicle License P...' and 'Possible Drivers' columns are also empty.

Table Tools: At the bottom right of the table are buttons for 'No Preset', 'Export', and 'Settings'.

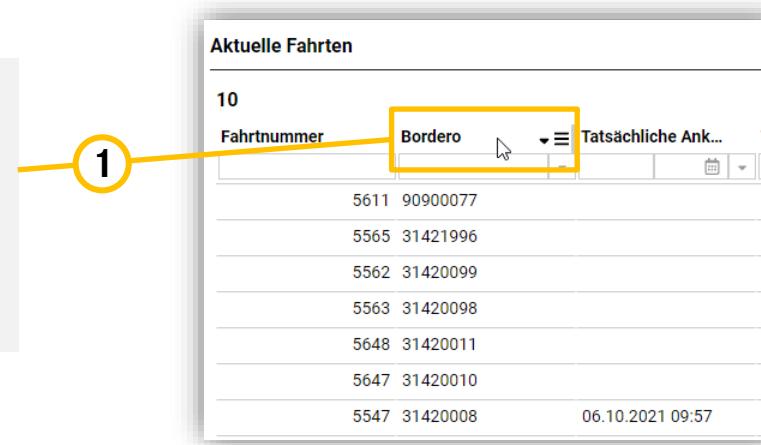
Annotations:

- Most columns can be searched for **search terms**** (Annotation for the search bar)
- The **search result** can be restricted with different criteria using the drop-down menu** (Annotation for the filter menu)
- Global search across all columns** (Annotation for the search input field)

7. General settings (Tables SyncroSupply v10)

Sorting

Clicking on a **column header** **sorts** it into a descending/ ascending order.

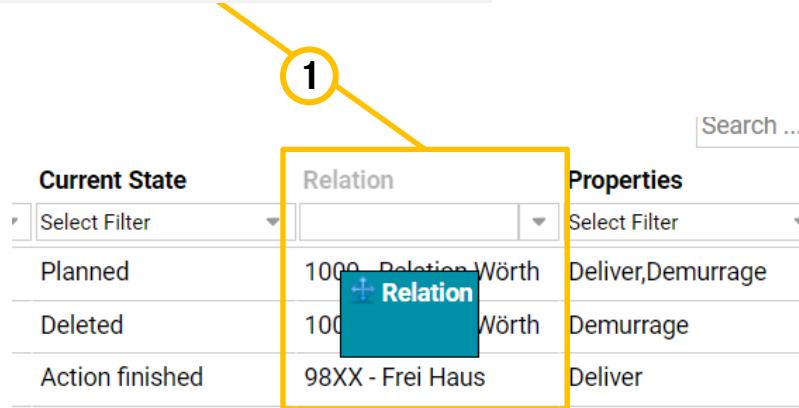


Fahrnummer	Bordero	Tatsächliche Ank...	Ta...
5611	90900077		
5565	31421996		
5562	31420099		
5563	31420098		
5648	31420011		
5647	31420010		
5547	31420008	06.10.2021 09:57	

7. General settings (Tables SyncroSupply v10)

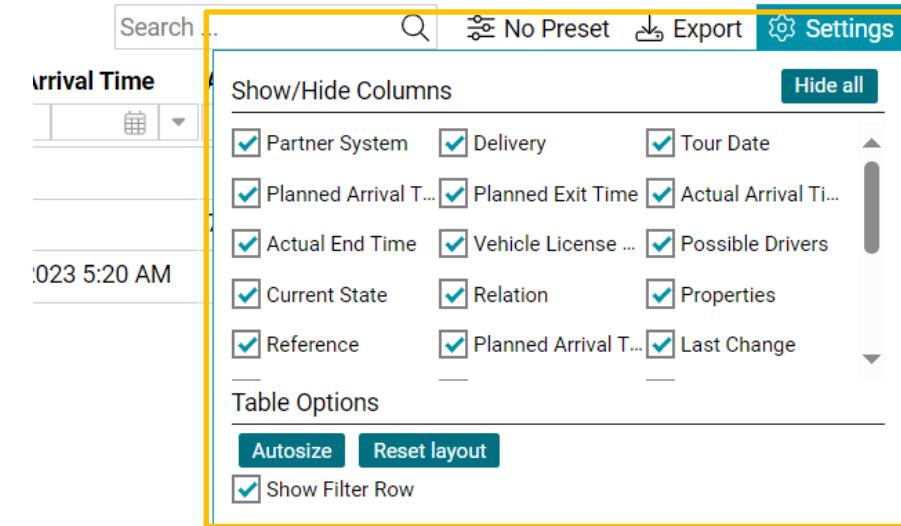
Column Order and Columns Show/Hide

To change the **order** of columns, you can **drag & drop the column heading** to the desired position.



A screenshot of a SyncroSupply table. The table has two main sections: 'Current State' on the left and 'Properties' on the right. The 'Current State' section contains rows for 'Planned', 'Deleted', and 'Action finished'. The 'Properties' section contains rows for 'Relation' (with a blue plus icon), 'Wörth', 'Deliver, Demurrage', '1000 - Relation Wörth', 'Wörth', 'Demurrage', and '98XX - Frei Haus' (with a blue plus icon). A yellow circle labeled '1' is pointing to the column heading 'Relation' in the 'Properties' section. A yellow box highlights the 'Relation' column.

Current State		Relation	Properties
Planned		1000 - Relation Wörth	Deliver, Demurrage
Deleted		100 - Relation Wörth	Demurrage
Action finished		98XX - Frei Haus	Deliver

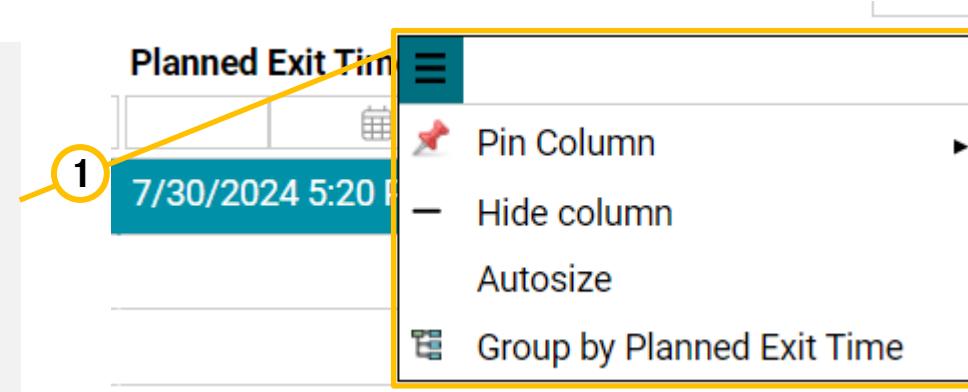


Via “**Settings**” you can select which columns you want to see in the table. In addition, you can (de)activate the display of filters and automatically adjust the size of the table to the window via “**Autosize**”.

7. General settings (Tables SyncroSupply v10)

Individual settings

Using **the three dashes** to the right of the column headings (appears only when the mouse is hovered over) there are **further options** for filtering and displaying the table.



Pin Column	Fixes a column so that it is always visible when scrolling. Useful for manifest number.
Hide column	Hides a column.
Group by Planned Exit Time	Groups the table entries according to the same elements in the selected column (see below).
List filter	Several search elements can be entered in a list at the same time and filtered.

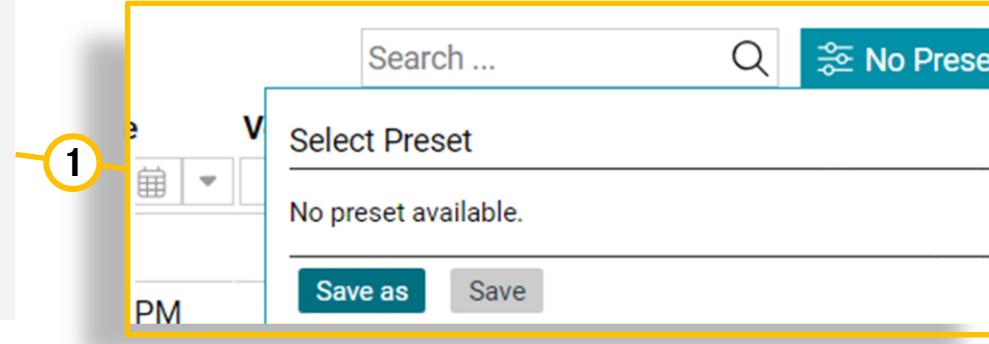
Aktuelle Fahrten		
38		
Spedition X		
Fahrnummer	Bordero	
10412468	Dischinger HUHU	(13)
10626851	Friedrich	(12)
▼ Dummy (3)		
1204	98010001	
1205	98010002	
1206	98010003	
► Reiter (7)		
► 16733933 Hans Geis 36 (2)		
► 15429038 Ekol (1)		

Example of a table view grouped by freight forwarder

7. General settings (Tables SyncroSupply v10)

Saving individual settings

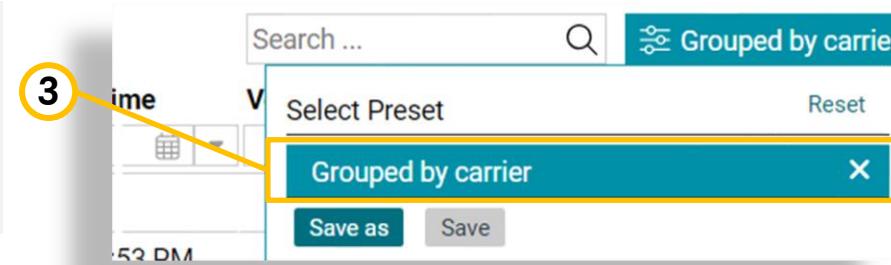
A created view/search/filtering can also be saved as a default via “**Save as**”.



An **individual name** for the view can be entered in the pop-up.



The preset can now be called up at any time and the view is updated. Click “**Reset**” to call up the standard view again.



Agenda

1. Introduction
2. SyncroSupply Central overview
3. Timeslot Management module
4. Deliveries module
5. Administration and Help module
6. TruckApp
7. General settings
- 8. Registration and location activation**

8. Registration

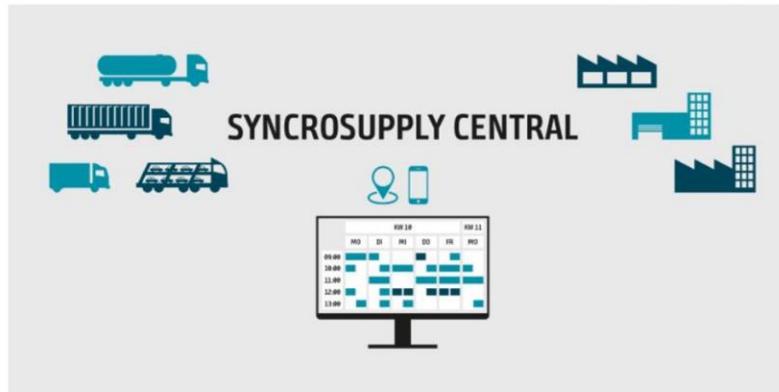
Initial registration in SyncroSupply Central as a freight forwarder (1/3)

Follow the **link**:

<https://central.syncro.supply/gui/#/registration/info>

Or follow the **dialogue**:

“ No SyncroSupply Central account yet: Register here ”



Please Login

User

Password

Deutsch English Czech Français Italian Romanian

[Imprint / Privacy Statement](#)

Experiencing problems with your login? Please contact SySu-Central-Support@inform-software.com

[Not registered yet: create SYNCROSUPPLY CENTRAL account](#)

Forgot your password?
[Download Truck App](#)

Experiencing problems with your login? Please contact SySu-Central-Support@inform-software.com

[Not registered yet: create SYNCROSUPPLY CENTRAL account](#)

[Forgot your password?](#)
[Download Truck App](#)

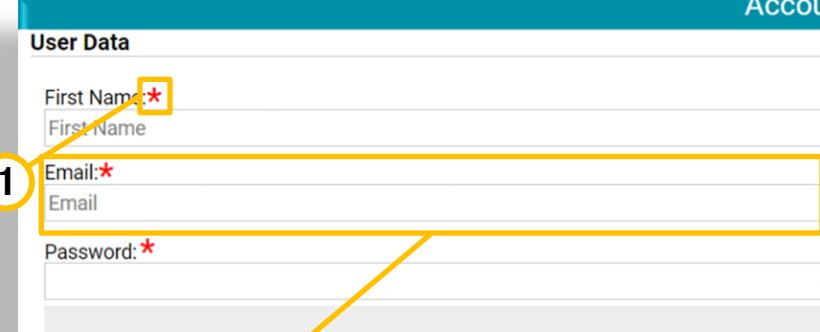
8. Registration

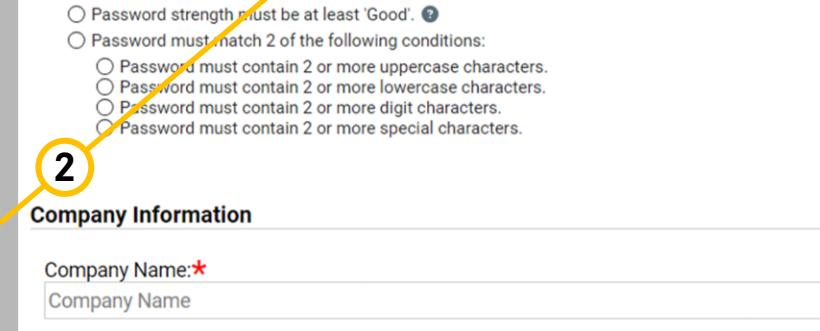
Initial registration in SyncroSupply Central as a freight forwarder (2/3)

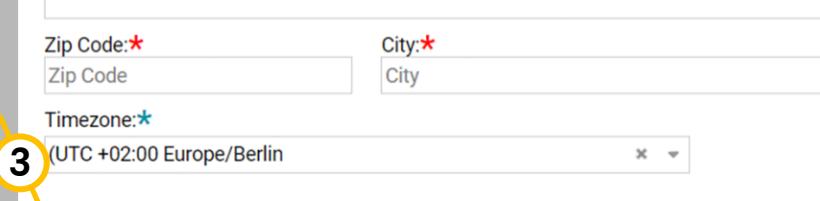
Complete the following **registration window**. Mandatory fields are marked with *****

IMPORTANT REMINDER:
Each e-mail address can only be used for **one user account!**

Complete your entry with "**Next**"

1 

2 

3 

Account Registration

User Data

First Name: *****
Last Name: *****
Email: *****
Phone Number:
Password:
 Password must be 10 or more characters in length.
 Password strength must be at least 'Good'. 
 Password must match 2 of the following conditions:
 Password must contain 2 or more uppercase characters.
 Password must contain 2 or more lowercase characters.
 Password must contain 2 or more digit characters.
 Password must contain 2 or more special characters.

Company Information

Company Name: *****
Country:
State:
Zip Code: *****
City: *****
Street: *****
Timezone: *****
(UTC +02:00 Europe/Berlin)

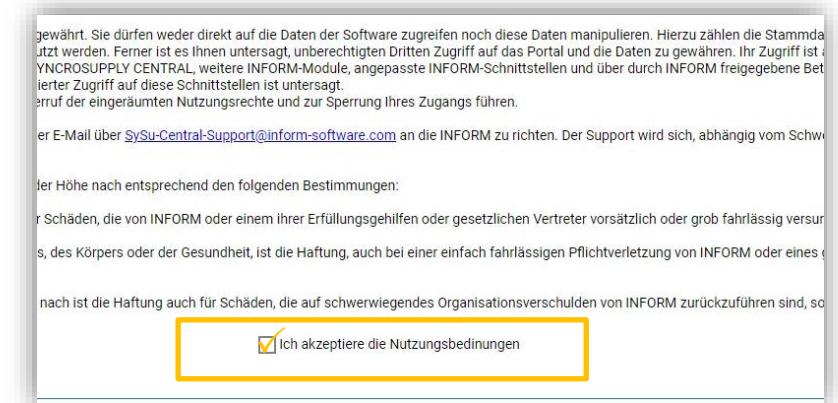
Next

8. Registration

Initial registration in SyncroSupply Central as a freight forwarder (3/3)

- After accepting the **terms of use** (read through in full & tick box), you can “create your account”
- You will then receive an **e-mail** from Inform with an **activation link** to the e-mail address you have entered.
- The “Activate account” dialogue is used to verify your e-mail address and activate your account.
- You will then receive an e-mail with your user data.

Your **registration** therewith was **successful!**



8. Location activation

Integration of locations in SyncroSupply Central

After registration in SyncroSupply Central, the necessary locations must be enabled. Trips can only be processed via the SyncroSupply TruckApp after the relevant location (plant) has been enabled.

- For this purpose, you will receive an **activation link** from your contact person in the corresponding plant.
- Please click on the link. If necessary, you will be prompted to log into SyncroSupply Central. The **activation data** is applied automatically and must not be changed.

Activate Partner

To connect with a partner (e.g. to book time slots) you need to activate the partner system once.

Name: *
Activation Key: *

Activate Connection

1

That's how it works:

1. You have received an invitation to connect via e-mail.
2. Open the link that is contained in the e-mail
3. The system name and the key will be filled in already and you can *Activate Partner System*.
4. If you did not receive an invitation via e-mail or the invitation is **older than 14 days**, please contact the location you want to book for.

If you have any questions, please

Confirm the process with the button
“Activate Connection”