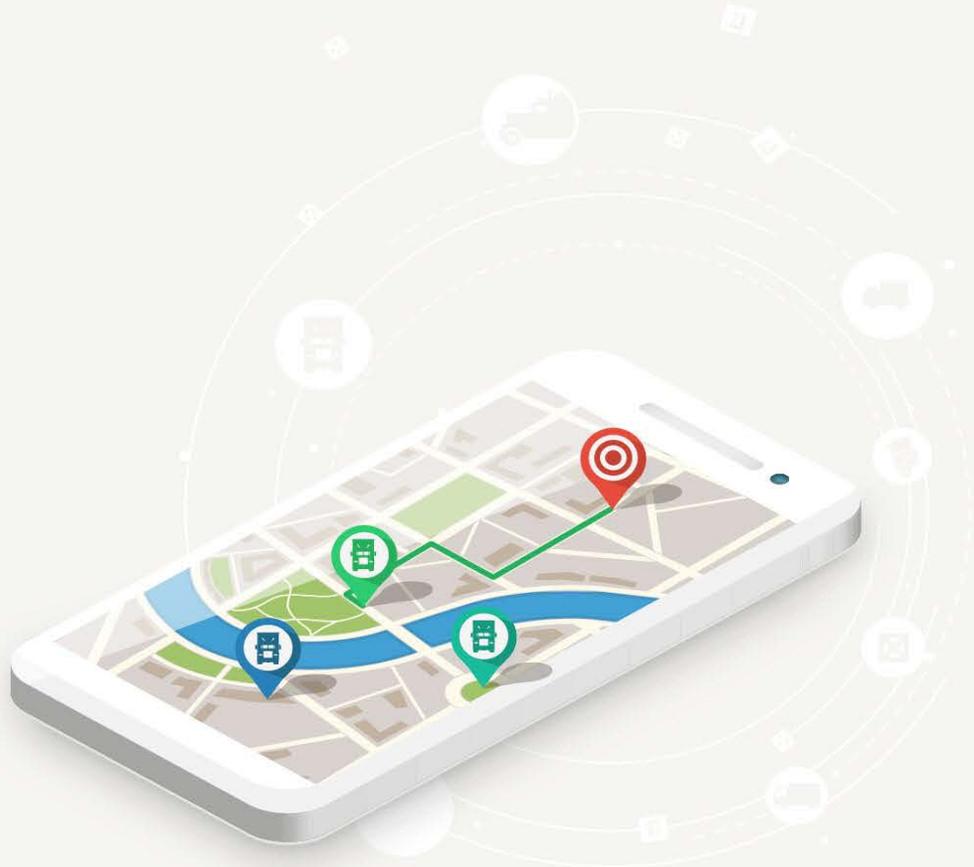




TRUCKER PATHSM
TRUCKLOADS

Bulk Shipment Upload Guide



© 2015 Trucker Path Inc.

All rights reserved. No part of this publication may be reproduced, distributed, or transmitted in any form or by any means, including photocopying, recording, or other electronic or mechanical methods, without the prior written permission of the publisher, except in the case of brief quotations embodied in critical reviews and certain other noncommercial uses permitted by copyright law.

Although the author and publisher have made every effort to ensure that the information in this document was correct at press time, the author and publisher do not assume and hereby disclaim any liability to any party for any loss, damage, or disruption caused by errors or omissions, whether such errors or omissions result from negligence, accident, or any other cause.

CONTENTS

INTRODUCTION	4
AUTHORIZATION.....	4
PREPARE THE CSV FILE.....	4
DATA COLUMNS.....	5
CSV TEMPLATE EXAMPLE.....	8
UPLOAD THE CSV FILE.....	9

INTRODUCTION

Users can create shipments in bulk by uploading a comma-separated value (CSV) file to the Truckloads system. This feature improves the workflow for web broker users by reducing the time and effort required to add shipments in Truckloads.

AUTHORIZATION

Users authorize using same credentials as they use for manual shipment posting.

PREPARE THE CSV FILE

The file should be in CSV format with data configured in columns as described below. The comma symbol (,) must be used to separate the columns, and each column value must be enclosed in double commas (,,).

The first line of the file should be a header (description string), which contains a name for each column. All required columns described below must be included in the header. If the header is missing, the system will use the default column order.

Each line should contain one shipment that will appear in the Truckloads database, including those that already exist in the database.

DATA COLUMNS

Required columns are marked with * and **background color**.

Note: a string is defined as a line (or multiple lines) of text.

Column Name	Type	Example Data	Description
description	*String	Heavy equipment, oversized load.	Textual description of shipment contents
comments	String	Need eight foot tarps to haul load. No scales at pickup point.	Comments for shipment, how it should be carried or additional information about pickup or dropoff location
load_size	*String	full	Possible values are: - full - partial
weight	*Number	9563	Weight of shipment in pounds
equipment	*Comma-separated list of predefined values	flatbed, stepdeck, van	Possible values are: - auto carrier - dump trailer - flatbed - hopper bottom - lowboy - power only - reefer - stepdeck - tanker - van - double drop - any
contact_first_name	*String	Aaron	First name of contact person
contact_last_name	String	Fields	Last name of contact person

Column Name	Type	Example Data	Description
company	*String	RICHARD WINKLER	Company name of company that posted shipment
email	*String	bee@mailinat.com	Email of contact person
phone	*String	(702) 555-5555	Phone of contact person
phone_ext	String	4623	Phone extension
target_price	Number	1200	Desired price of shipment
from_city	*String	Torrance	City of pickup location
from_state	*String	CA	State of pickup location
from_address	String	21515 Hawthorne Blvd, Torrance, CA, United States	Full address of pickup location, including street and building
from_date_local	*String	YYYY-MM-DD-THH:MM:SS Example: 2015-10-09T21:30:49 Important: This information must be entered exactly as shown in the format above. Failure to enter information in this format might result in an error.	Local pickup date in the place of pickup without time zone information; deadline of pickup
from_zip	String	90503	Zip code of pickup location
from_location_lat	Number	-118.35359	Latitude of pickup location
from_location_lng	Number	33.83311	Longitude of pickup location
to_city	*String	Conifer	City of delivery location
to_state	*String	CO	State of delivery location
to_address	String	26679 Pleasant Park Rd, Conifer, CO, United States	Full address of delivery location, including street and building

Column Name	Type	Example Data	Description
to_date_local	String	YYYY-MM-DD-THH:MM:SS Example: 2015-10-09T21:30:49 Important: This information must be entered exactly as shown in the format above. Failure to enter information in this format might result in an error.	Local pickup date in the place of delivery without time zone information; deadline for delivery
to_zip	String	80433	Zip code of delivery location
to_location_lat	Number	-105.30426	Latitude of delivery location
to_location_lng	Number	33.83311	Longitude of delivery location

CSV TEMPLATE EXAMPLE

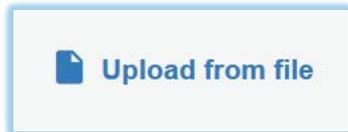
Below is an image of the proper CSV format for bulk shipment upload. Shaded columns represent required fields.

description	comments	load_size	weight	equipment	contact_first	contact_last	company	email	phone	phone_ex	target_price	from_city	from_stat	from_add	from_date	from_zip	from_loca	from_loca	to_city	to_state	to_address	to_date	to_zip	to_locatio	to_location	Ing
Beverage, B	Load Comme	full	9563	reefer	Aaron	Fields	RICHARD	aaron@w	(701) 043-	100	2000	Torrance	CA	21515 Hav	2016-11-1	90503	40.7127	-74.0059	Santa Fe	NM	26679 Plei	2016-11-2	80433	42.3601	-71.0589	
Furniture, F	Load Comme	full	9563	van	Aaron	Fields	RICHARD	aaron@w	(701) 043-	100	1000	Torrance	CA	21515 Hav	2016-11-1	90503	40.7127	-74.0059	Conifer	CO	26679 Plei	2016-11-2	80433	42.3601	-71.0589	
Rock, Grani	Load Comme	full	9563	flatbed, van	Aaron	Fields	RICHARD	aaron@w	(701) 043-	100	1500	Torrance	CA	21515 Hav	2016-11-1	90503	40.7127	-74.0059	Conifer	CO	26679 Plei	2016-11-2	80433	42.3601	-71.0589	
Beverage, B	Load Comme	full	9563	reefer	Aaron	Fields	RICHARD	aaron@w	(701) 043-	100	1225	Torrance	CA	21515 Hav	2016-11-1	90503	40.7127	-74.0059	Conifer	CA	26679 Plei	2016-11-2	80433	42.3601	-71.0589	
Beverage, B	Load Comme	full	9563	reefer	Aaron	Fields	RICHARD	aaron@w	(701) 043-	100	1100	Torrance	CA	21515 Hav	2016-11-1	90503	40.7127	-74.0059	Phoenix	AZ	26679 Plei	2016-11-2	80433	42.3601	-71.0589	

UPLOAD THE CSV FILE

To bulk upload shipments in the Truckloads system, follow these steps:

1. Navigate to the **Shipments** page.
2. In the upper right corner of the page, click **Upload from file**. A new window



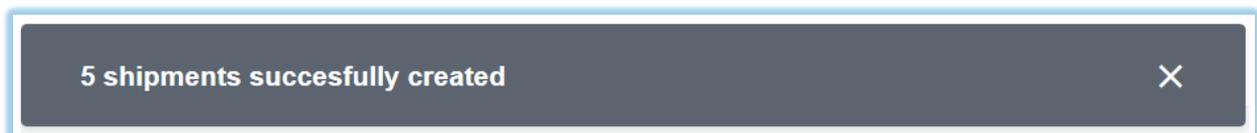
appears in which you can choose a CSV file.

3. Select a CSV file and click **Open**. A status bar displays the upload's progress.

Alternatively, you can upload shipments in bulk by dragging and dropping a CSV file anywhere on the shipments page.

A screenshot of the 'Shipments' page in the Truckloads system. The page has a light blue header with the title 'Shipments' on the left and two buttons, 'Upload from file' and 'New shipment', on the right. Below the header is a search bar with a dropdown menu set to 'Active' and a search icon. The main content area displays a list of shipments. Each shipment entry includes an ID#, origin and destination (e.g., 'Austin, TX 78759' to 'Ketchum, ID 83340'), and dates. A large green and white Excel file icon is overlaid on the right side of the list, with a 'Move' button below it. The list shows four shipment entries with IDs 6136416, 6077519, 5806000, and 5783115.

Once your shipments have been uploaded in bulk, a notification appears at the top of the screen confirming the creation of your shipments.



Truckloads Broker Bulk Shipment Upload Guide - November 2015

Trucker Path
106 E Sixth Street
Austin, Texas 78759
www.truckerpath.com