

## Magaya Bar Code Scanner

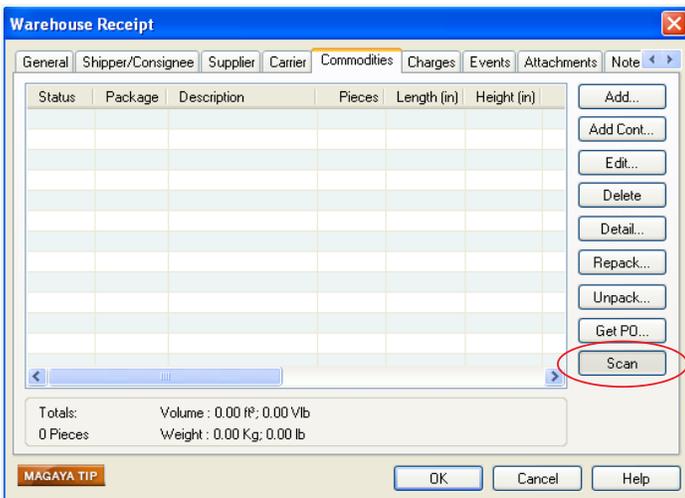
The Magaya Bar Code Scanner plug-in enables you to scan



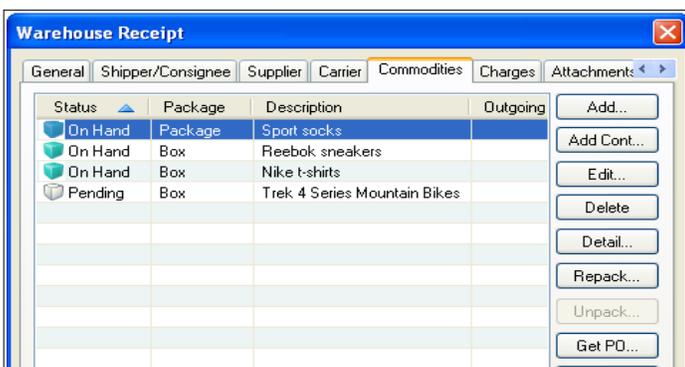
barcode labels on packages with a handheld scanner to speed up receipt and release of cargo and to validate a packing list.

## Scan Bar Codes to Receive Commodities

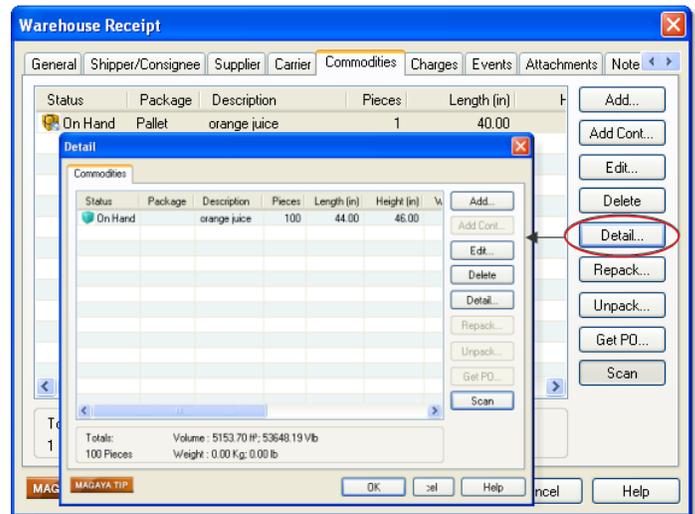
When receiving cargo and creating a Warehouse Receipt (WR) in Magaya software, you can use the Magaya Bar Code Scanner and the "Scan" button on the WR dialog box to add commodities to your database:



As you scan each bar code label, the information about the item will populate the fields in the WR (based on the Inventory Item Definition).



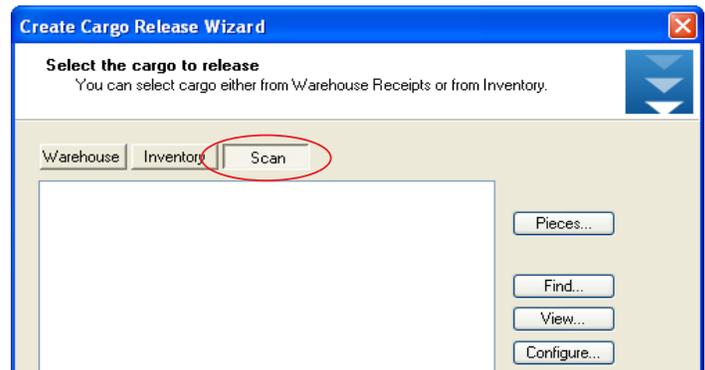
If you need to place items inside a pallet, first create the pallet and then use the "Detail" button. Inside the Detail dialog box is also a Scan button that enables you to continue using the scanner to add items in the pallet.



## Scan Bar Codes to Release Cargo

To release items, use the Magaya Bar Code Scanner to scan the Magaya tracking number on a Magaya label.

- 1) Create the Cargo Release by clicking the Add button. The Cargo Release Wizard opens. In the first two screens, enter the general information about the release and the carrier.
- 2) In the third screen, click the "Scan" button to use the Magaya Bar Code Scanner to include the commodities in the CR:

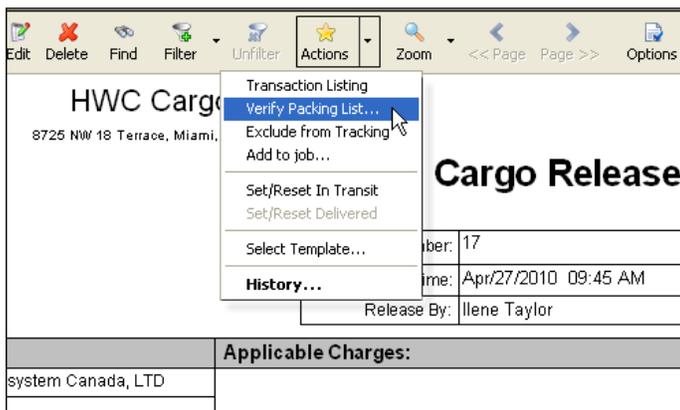


- 3) As you scan the items, they will appear in the list. Click the Finish button when done.

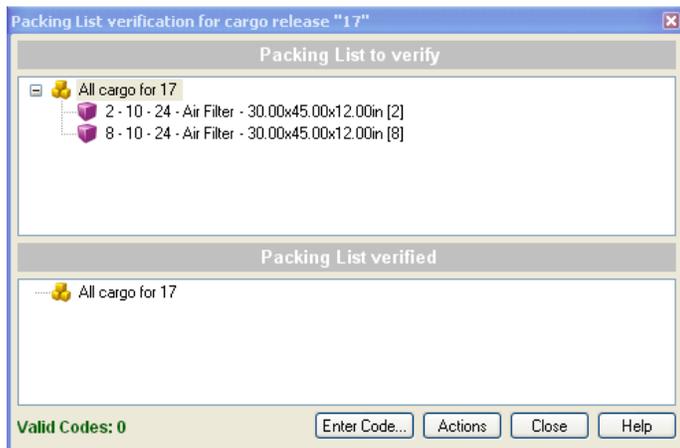
## Verify Items in a Packing List

Items can be verified in a Shipment or a Cargo Release (CR). This example will illustrate how to verify items in the packing list of a Cargo Release.

- 1) Click the Actions button in the Cargo Release document view (or in the Cargo Release List).



- 2) Select "Verify Packing List" from the pop-up menu. A screen opens:



The items that need to be verified appear in the top half of the Packing List screen.

- 3) Scan the Magaya tracking number on the Magaya label. As items are scanned, they appear in the bottom half of the screen as "Verified".

To enter a bar code manually, click on the "Enter Code" button and type in the bar code number.

To create a report or restart the count, click on the Actions button and select the option needed.

With the Magaya Bar Code Scanner plug-in, the receipt and release of cargo can be performed more quickly, and items in packing list can be validated to ensure the correct commodities are placed in the correct Shipments and Cargo Releases.