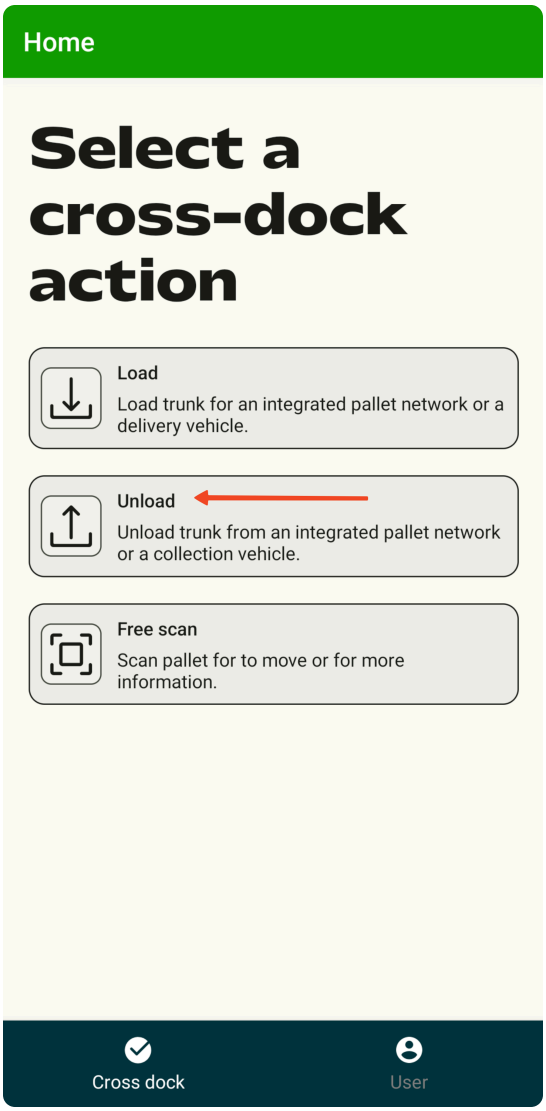
Trunk scanning

Information about palletline inbound and outbound trunk scanning

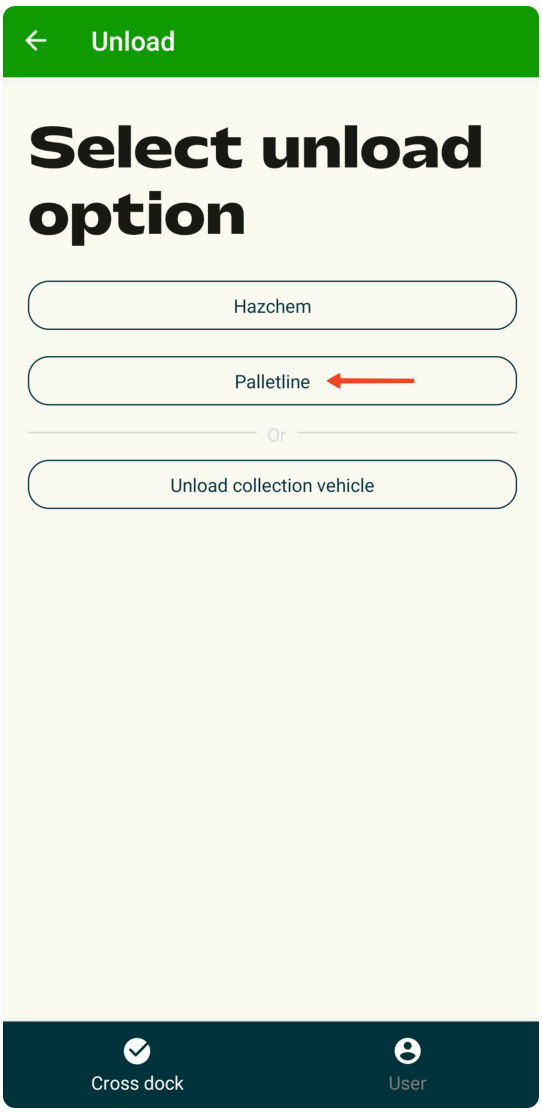
Updated October 24, 2024

Unloading a palletline trunk

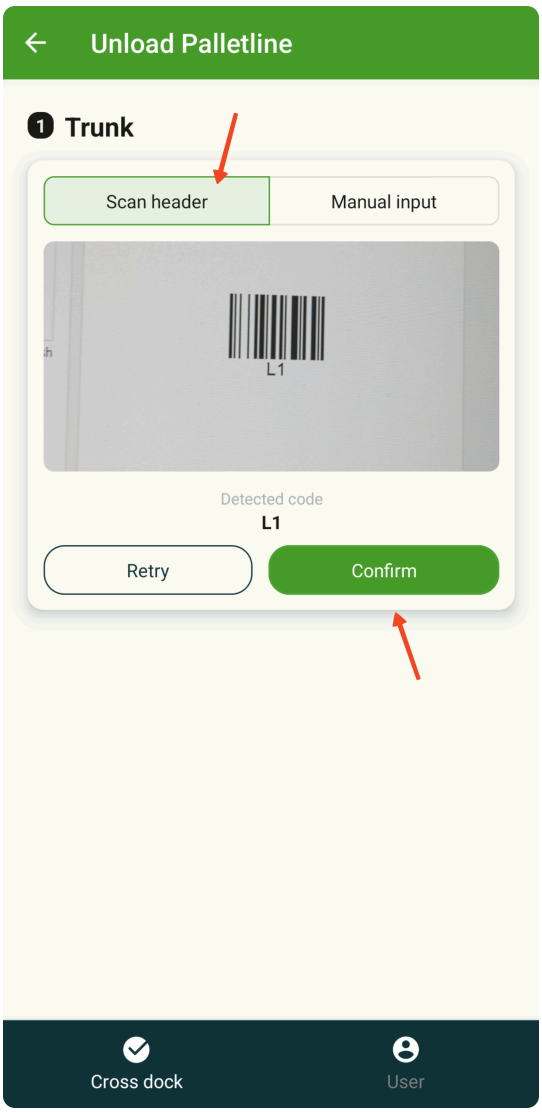
1. Select **Unload trunk**.



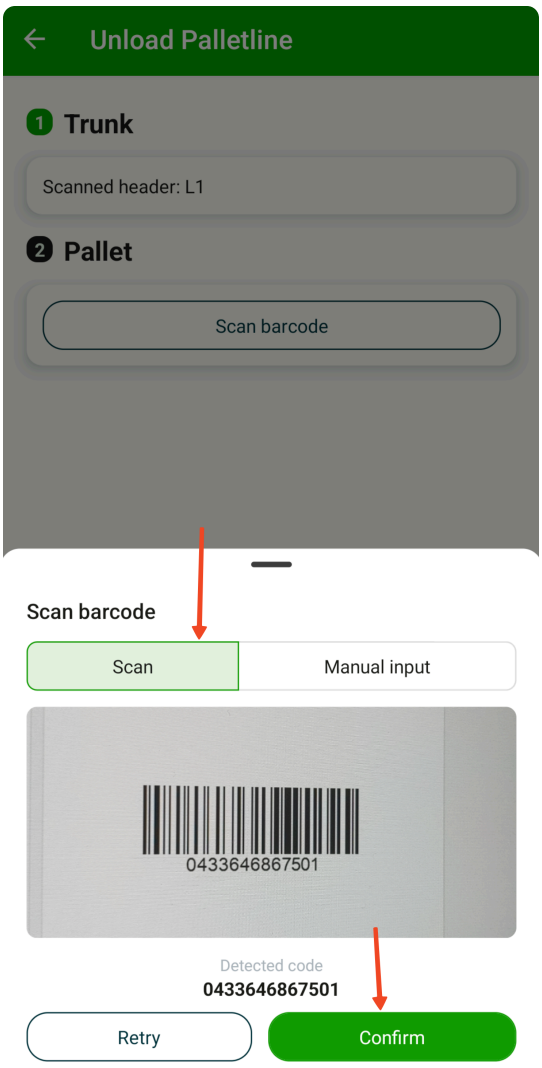
2. Select **Palletline trunk**.



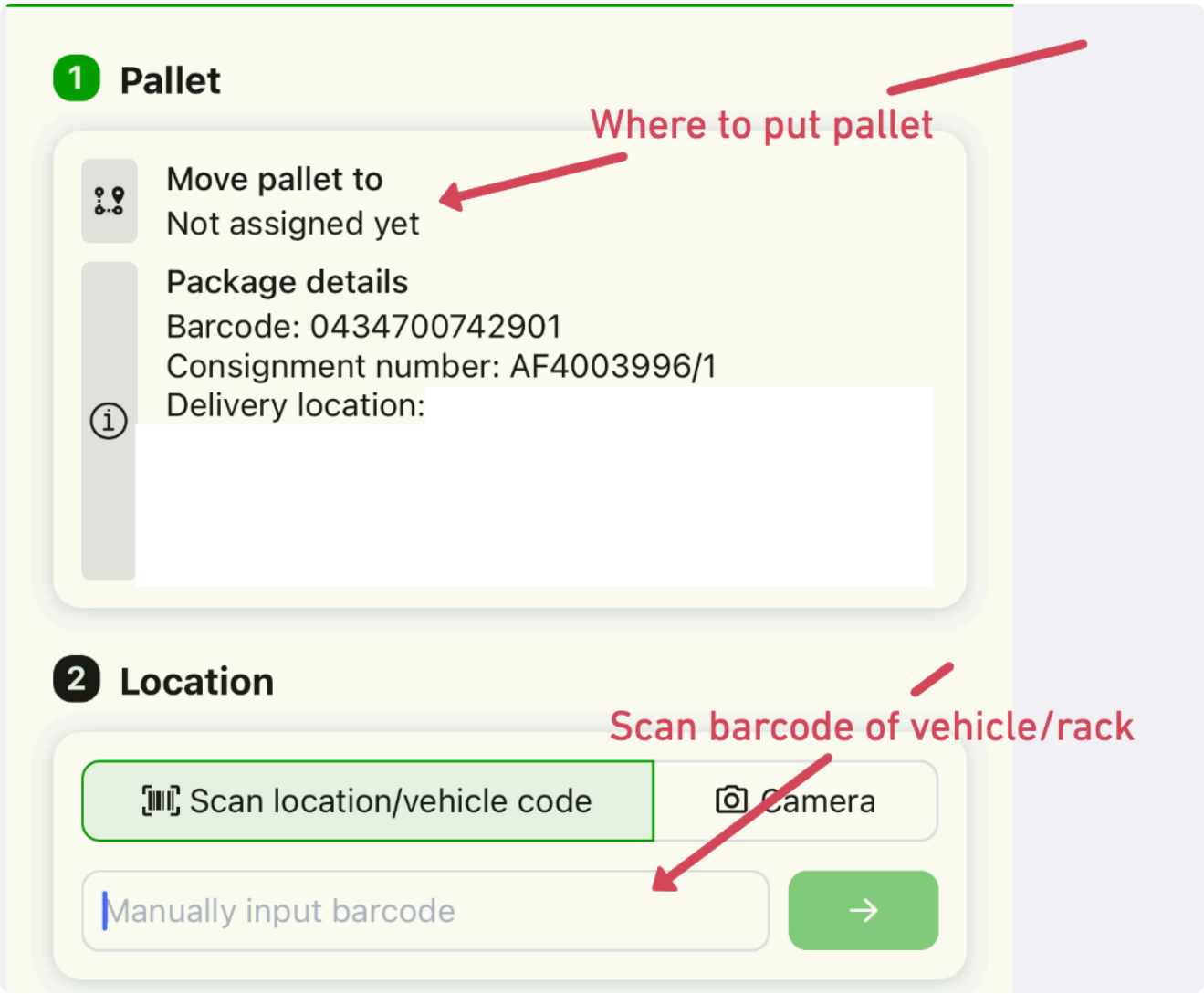
3. Scan the header from the inbound trunk.



4. Scan the barcodes of the individual pallets.



5. After a pallet is scanned, the app shows where to put the pallet:
    1. **“No load assigned”**: The pallet has not been planned yet, so it goes on the floor or rack.
    2. **“Load name”**: The app shows the name or ID of the load the pallet needs to go to. After the pallet is placed on the correct vehicle, press the **“Load pallet on truck”** button. Scanning the next pallet does this automatically.
    If the pallet cannot be placed on the vehicle, press the **“Store pallet in terminal/loading bay”** button.



6. After scanning is finished, press the back button to return to the home screen.

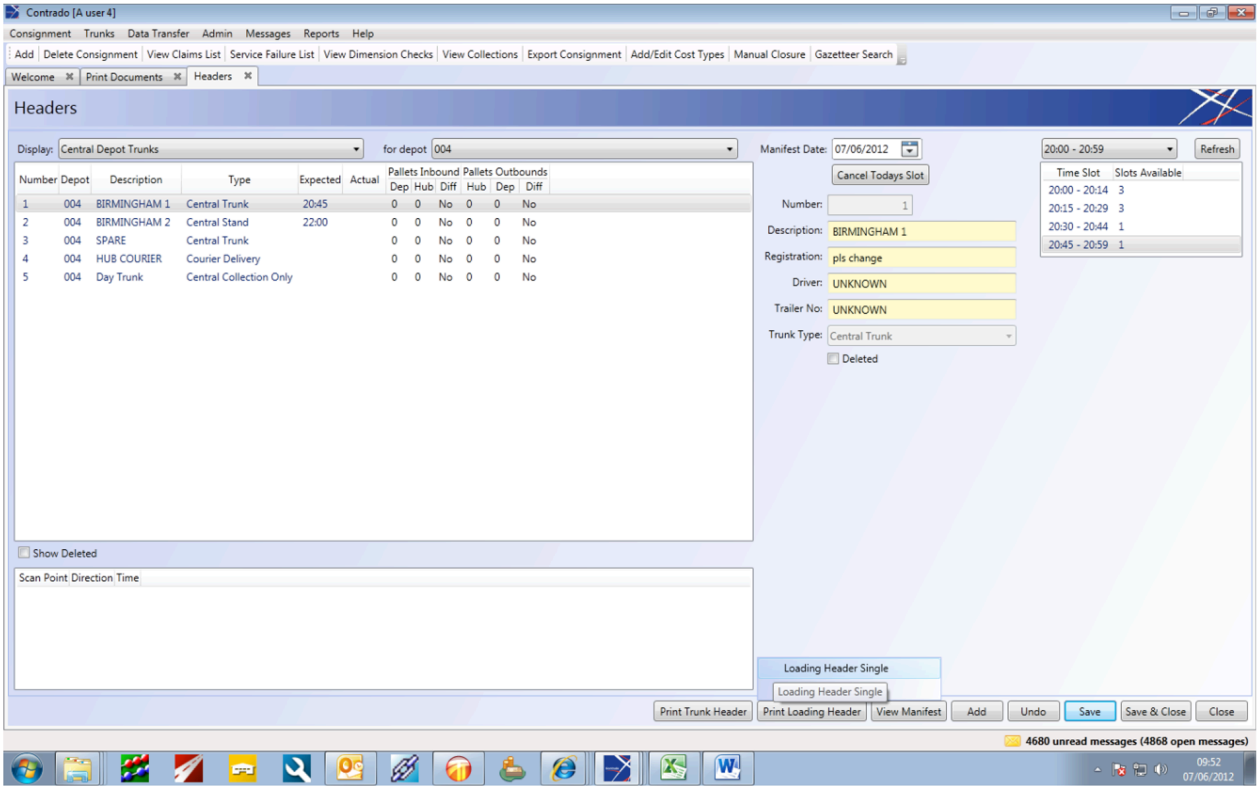
Loading a palletline trunk

First, generate the loading header in Contrado:

Loading header

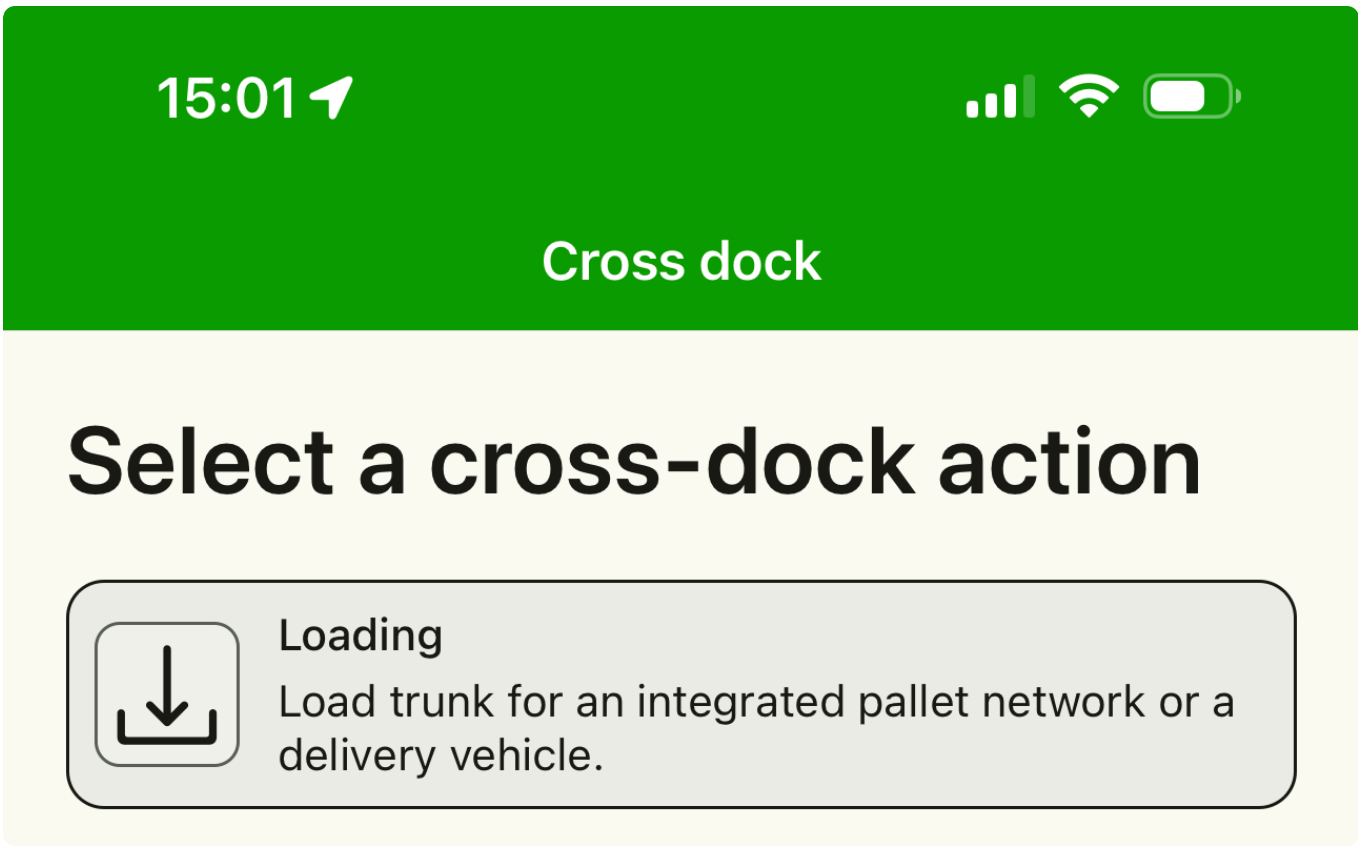
Initially the collecting depot will print labels for the pallets that are to be loaded onto the loading header.

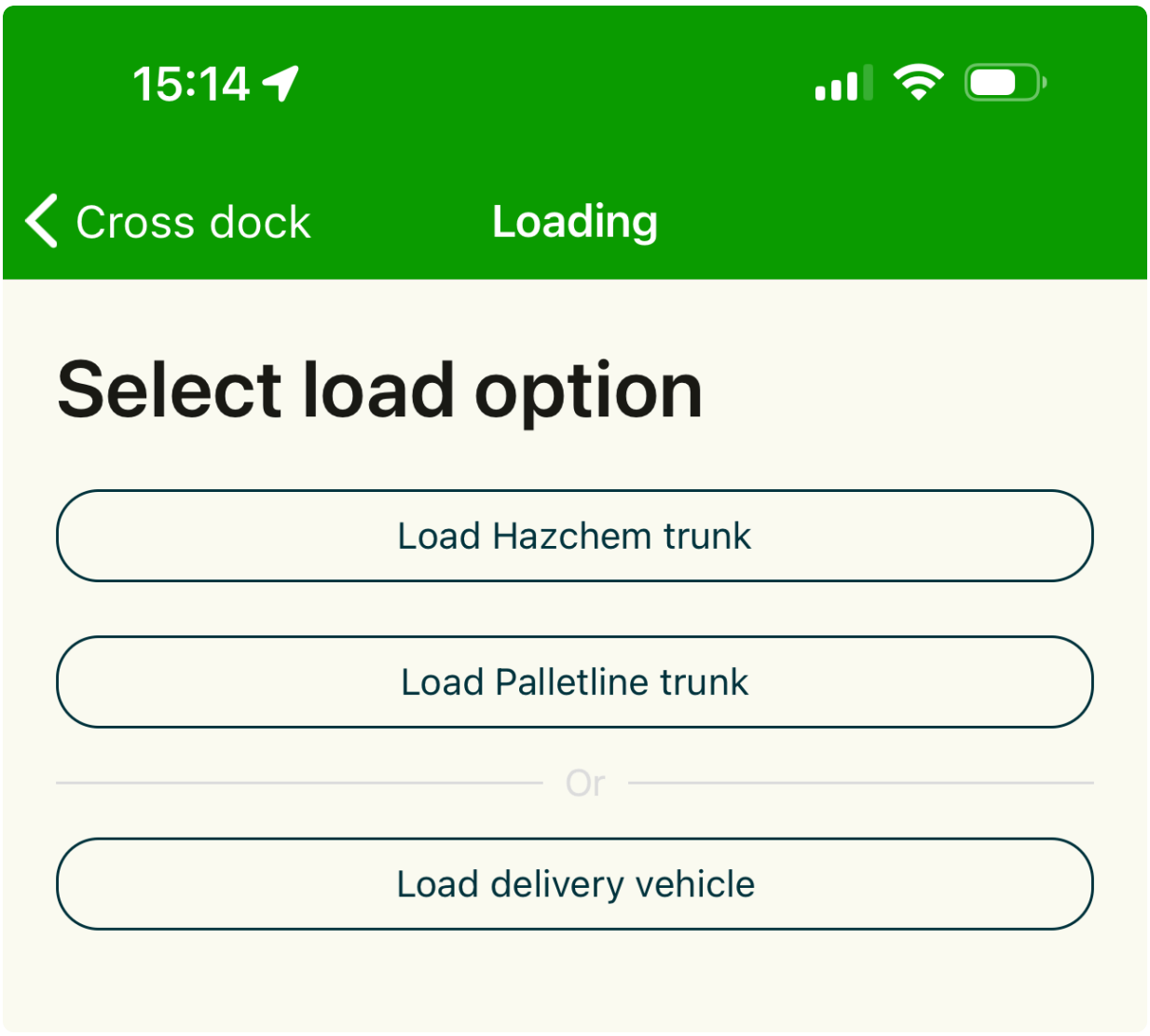
The collecting depot will also print a header for the loading header from the Trunks/View headers menu item.



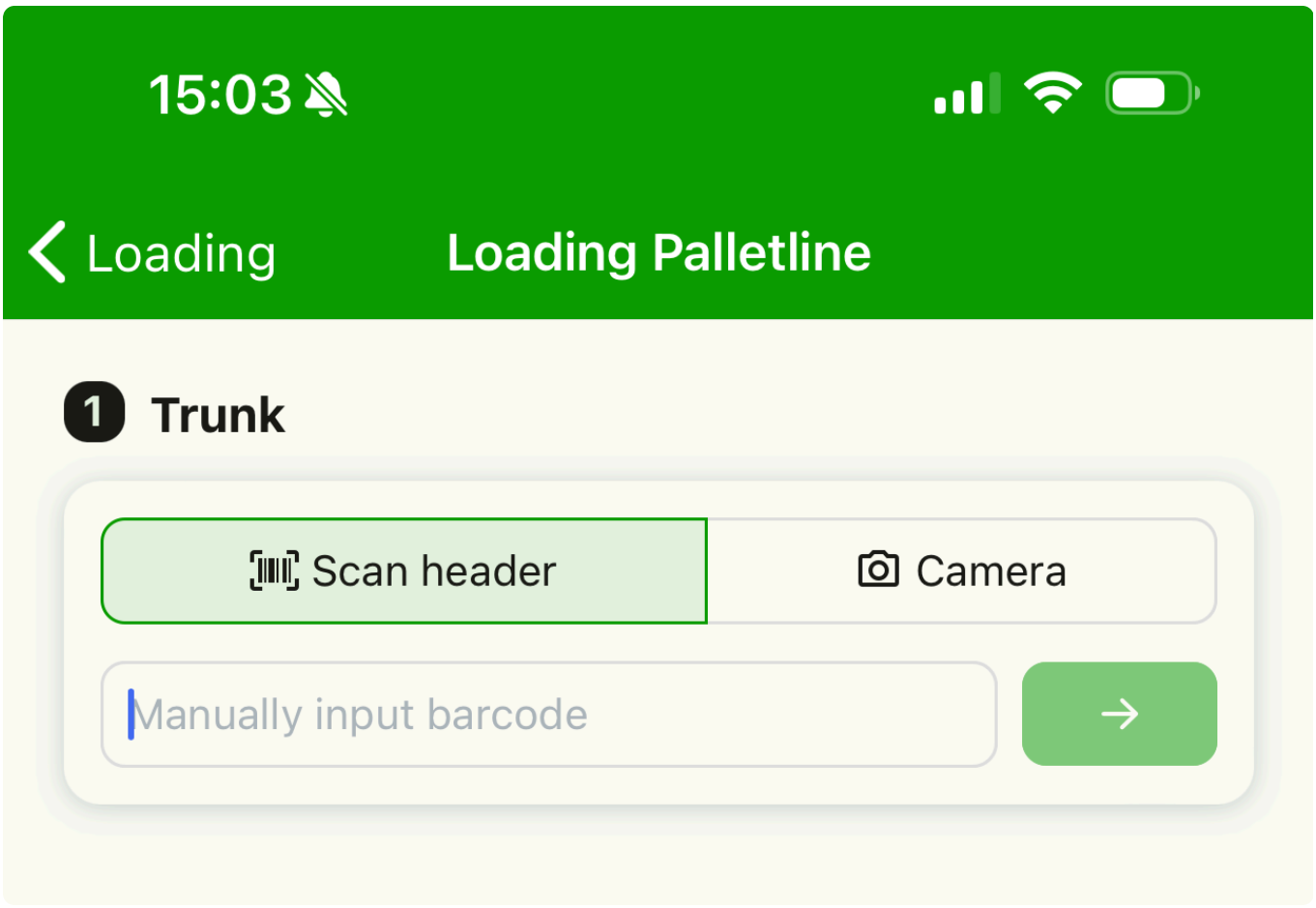
Then use the Qargo crossdock app:

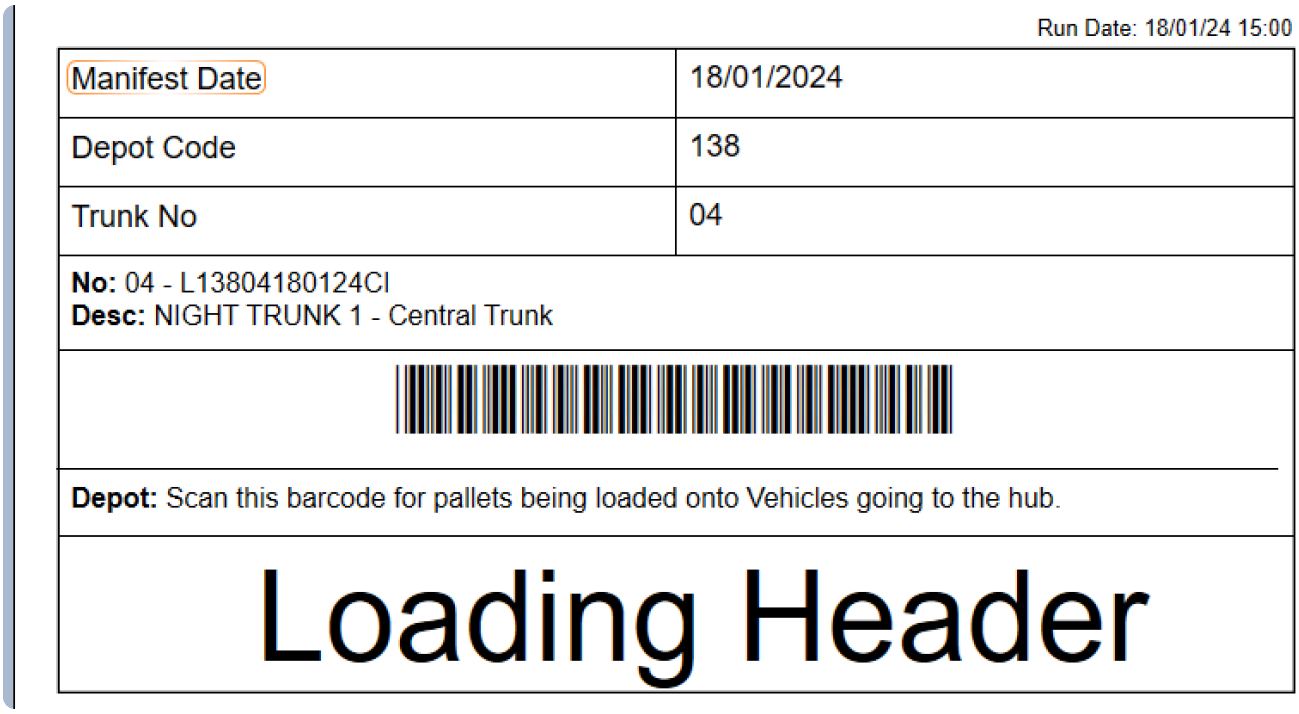
1. Select **Loading > Load palletline trunk**.


15:01
Cross dock
Select a cross-dock action
Loading
Load trunk for an integrated pallet network or a delivery vehicle.



2. Scan the barcode on the palletline header printed from Contrado.

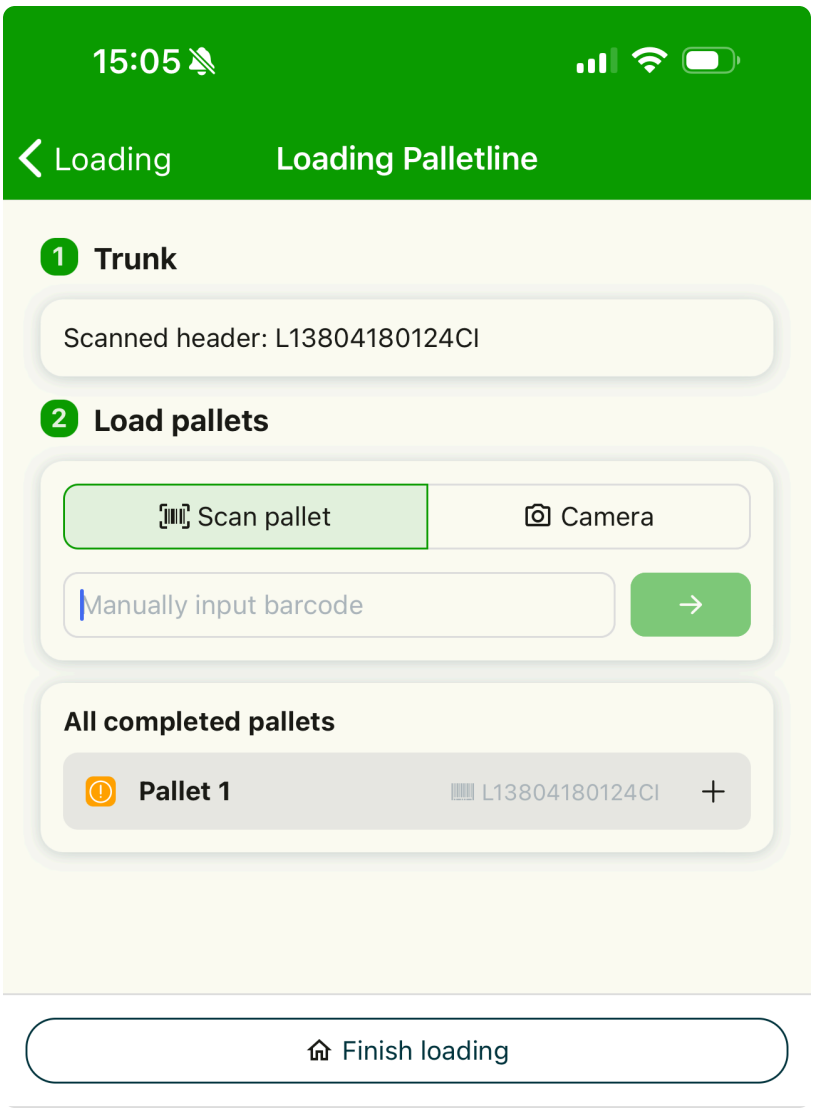




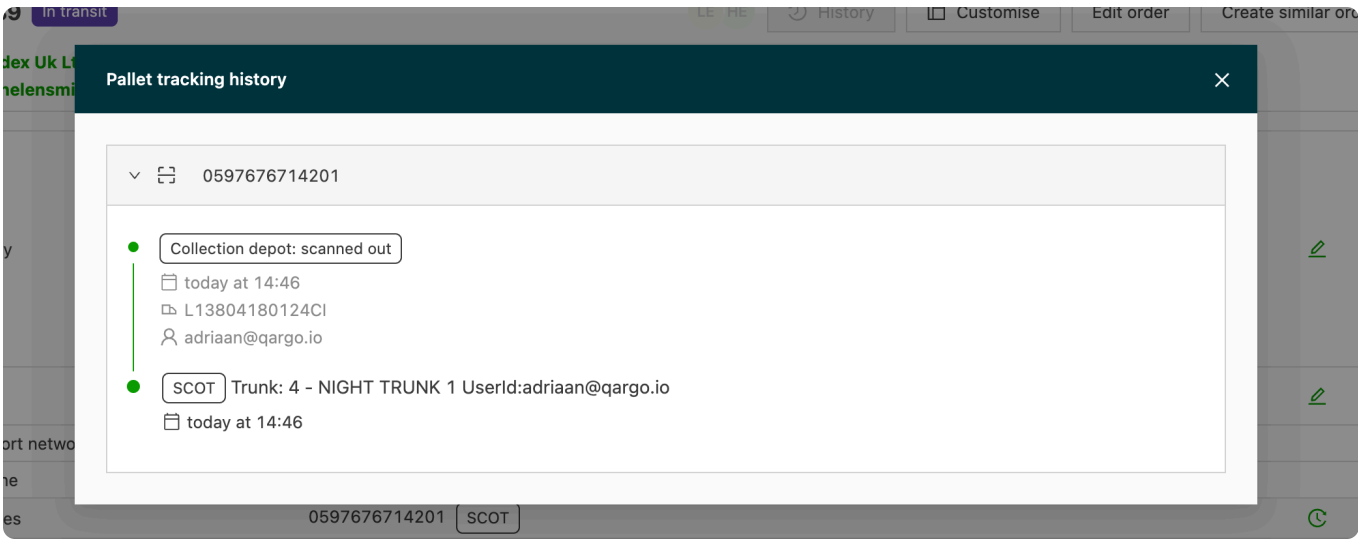
Run Date: 18/01/24 15:00

Manifest Date	18/01/2024
Depot Code	138
Trunk No	04
No: 04 - L13804180124CI **Desc:** NIGHT TRUNK 1 - Central Trunk	
Depot: Scan this barcode for pallets being loaded onto Vehicles going to the hub.	
Loading Header	

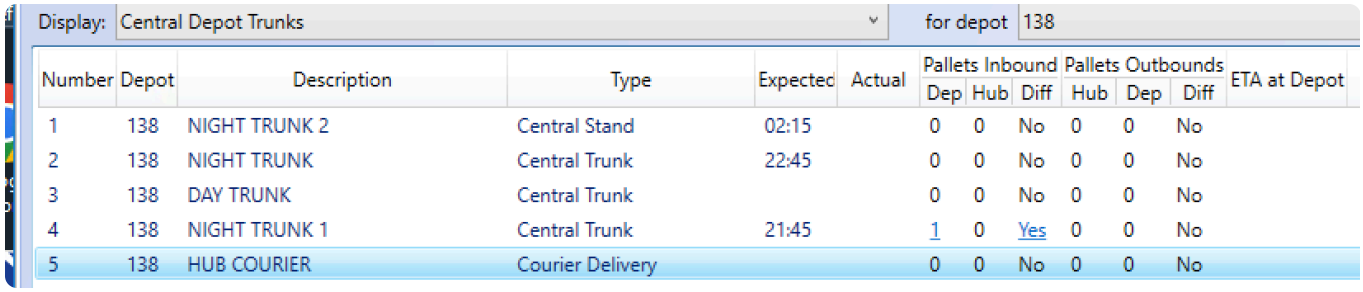
3. Pallet scanning for the trunk starts.



4. Each pallet scan creates a scan in Qargo and sends it to Contrado:



Contrado then assigns it to the correct trunk:

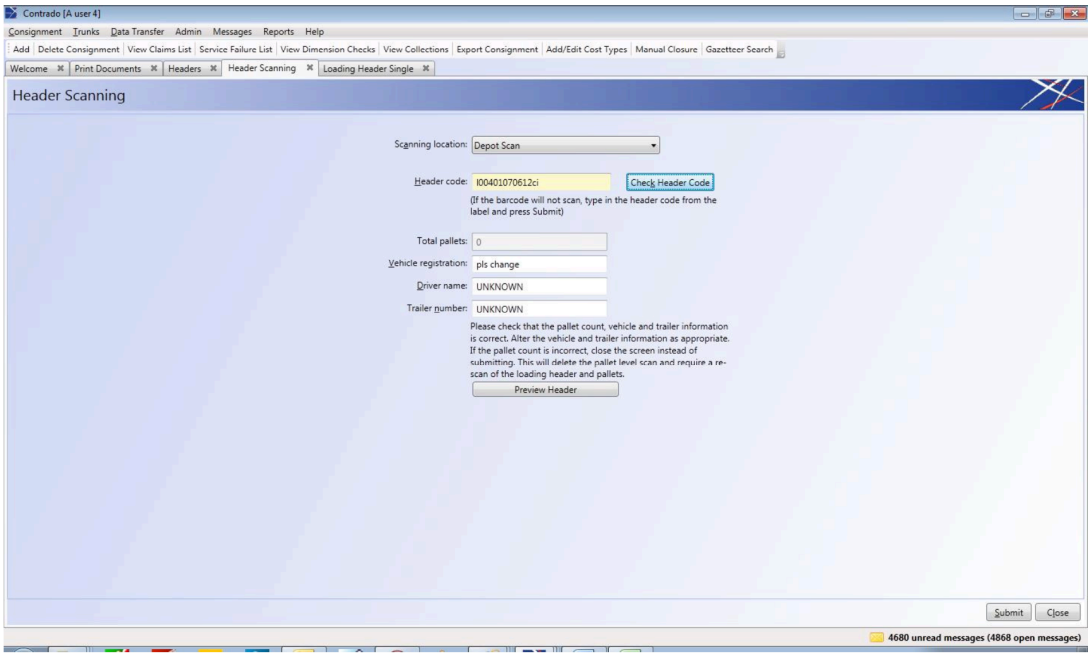


Number	Depot	Description	Type	Expected	Actual	Pallets Inbound			Pallets Outbounds			ETA at Depot
						Dep	Hub	Diff	Hub	Dep	Diff	
1	138	NIGHT TRUNK 2	Central Stand	02:15		0	0	No	0	0	No	
2	138	NIGHT TRUNK	Central Trunk	22:45		0	0	No	0	0	No	
3	138	DAY TRUNK	Central Trunk			0	0	No	0	0	No	
4	138	NIGHT TRUNK 1	Central Trunk	21:45		1	0	Yes	0	0	No	
5	138	HUB COURIER	Courier Delivery			0	0	No	0	0	No	

5. When the trunk is fully loaded, the terminal needs to scan out the trunk in Contrado.

Departing the depot

When leaving the depot the header is scanned out using the screen under the Trunks/Header scanning screen.



After either typing or scanning the header barcode click on the check header code button. The system will retrieve the number of pallets that have been scanned onto the header along with header details. If everything is correct then click on the submit button. This will stamp all of the pallets that have been scanned onto the header with a DEPD status. A new button Print header will be displayed.