Orders - Review changed fields on order import updates: Walkthrough.

Review exactly which fields an order import update changes, see the previous and new values side by side, and accept or decline each change before saving the order.

Updated November 10, 2026

Prerequisites

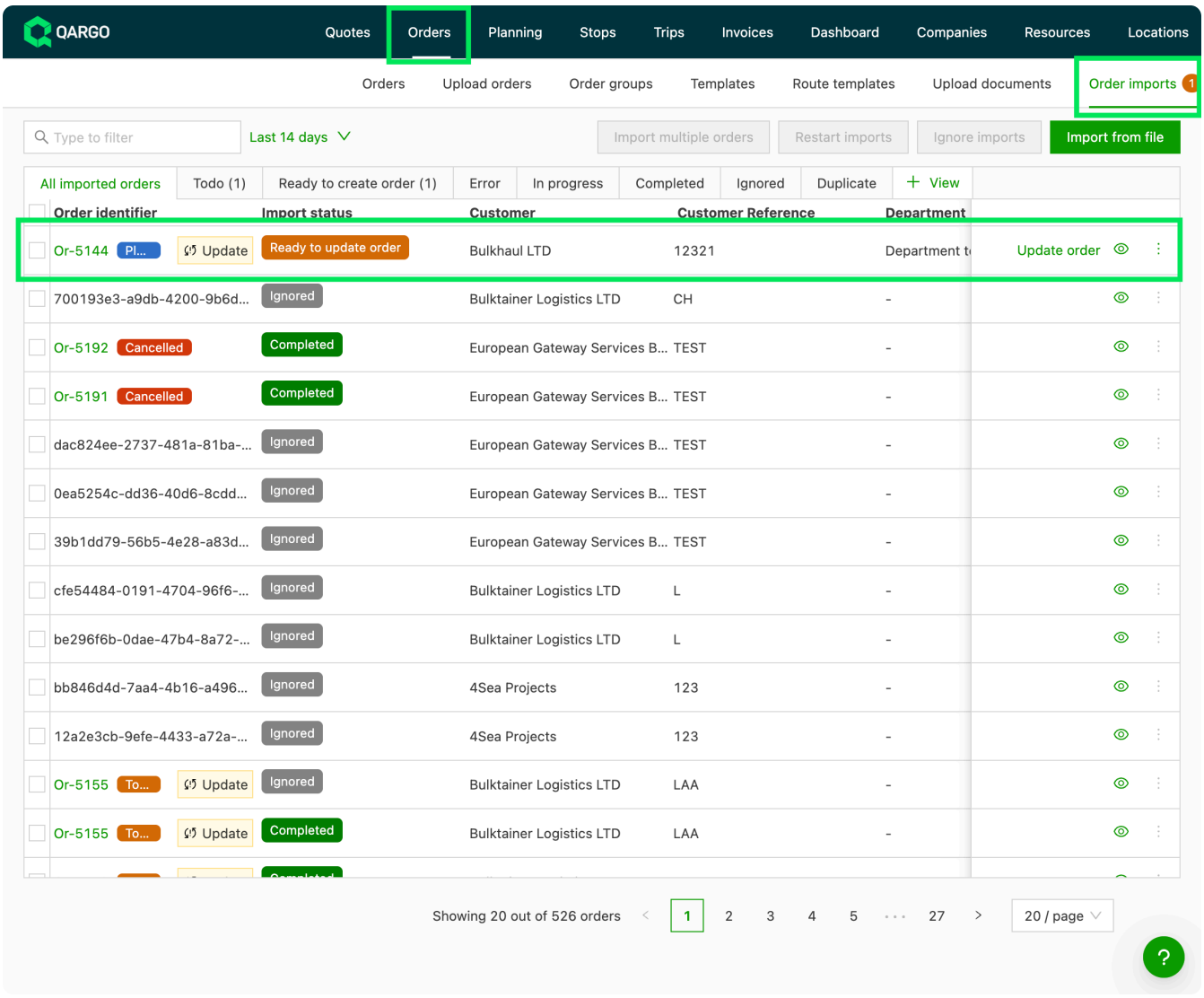
- An import (EDI, Transporeon, API or similar) has sent an update for an order that already exists in Qargo, and the update is waiting on the Order imports screen. See INTEGRATIONS - Importing orders into Qargo for how imports reach Qargo.

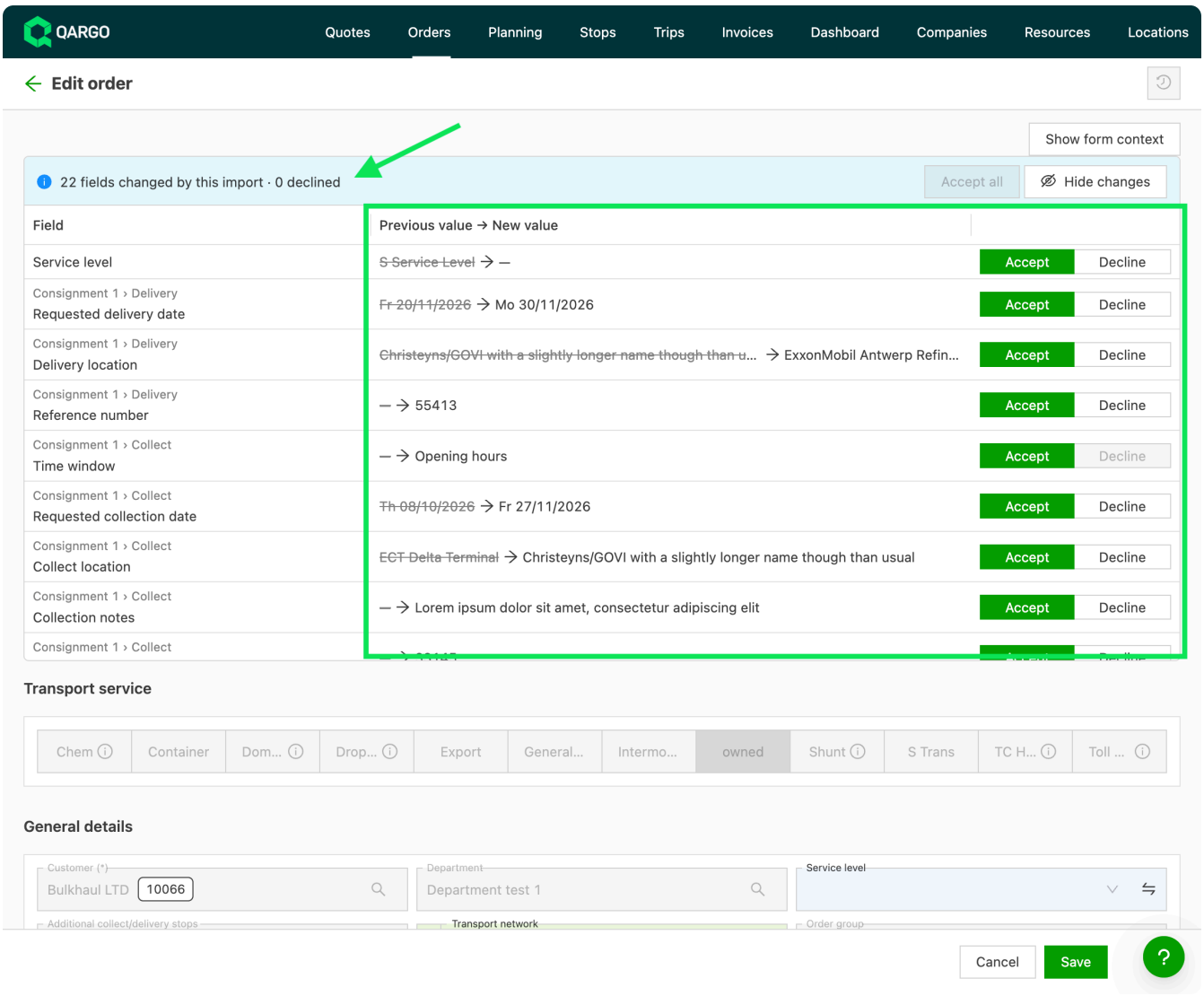
Use Cases

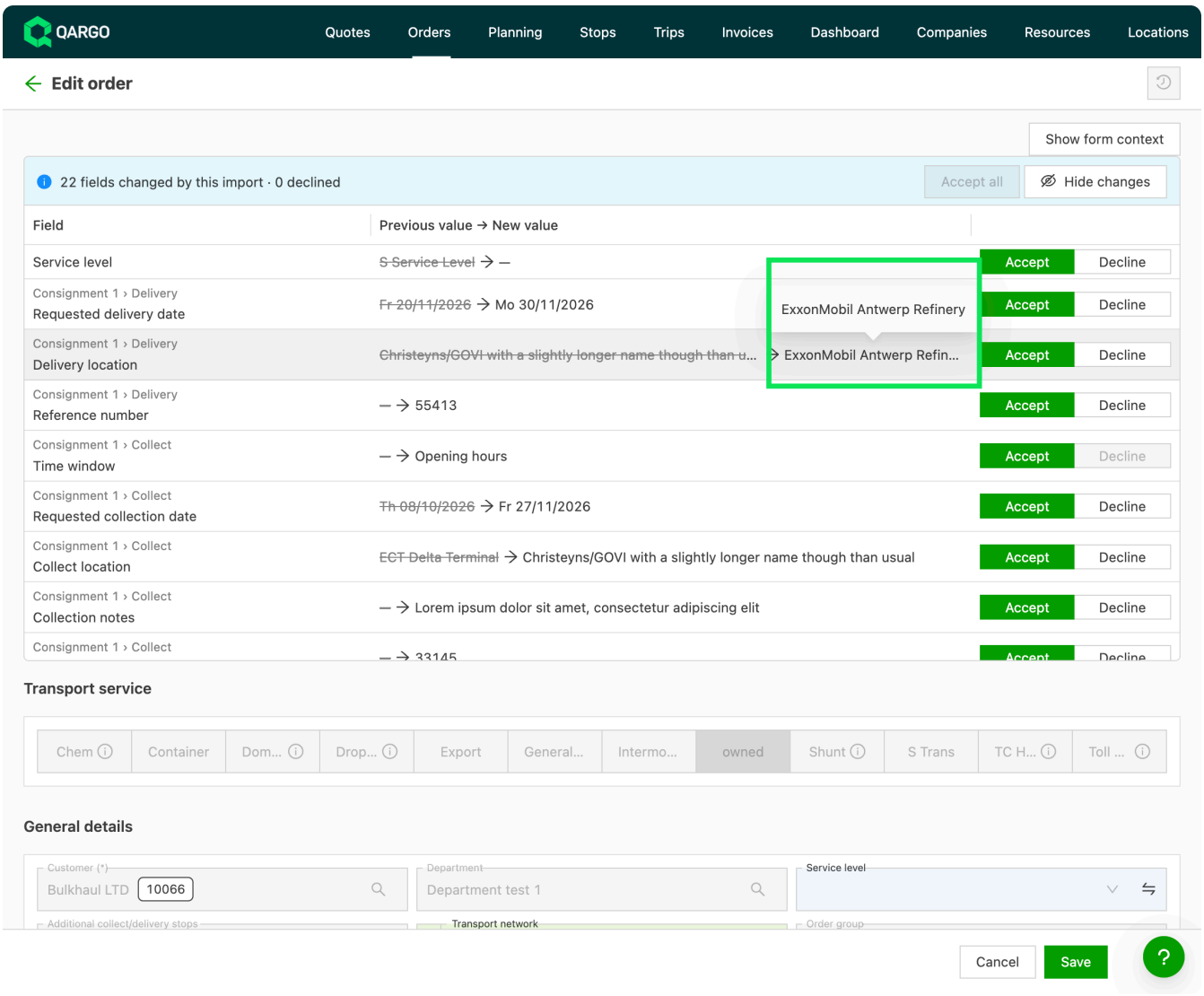
- A planner keeps import updates manual on purpose and wants to check every incoming change before it touches an order that is already planned.
- An external party sends an update and manual edits on the order, such as references, notes or goods details, could be overwritten without anyone noticing.
- A planner needs to accept some of the incoming changes and decline others, instead of accepting or rejecting the whole update.

Review the list of changes

1. **Navigate** to **Orders** and open **Order imports**.
2. **Locate** the import that updates an existing order and **click Update order**.
3. **Review** the list at the top of the screen. The header shows how many fields the import changes and how many have been handled so far.
4. **Read** each row. A row shows the path to the field, followed by the previous value crossed out, an arrow and the new value.
5. **Hover** over a value that ends with "…" to see the full text in a popover.


QARGO
Quotes
Orders
Planning
Stops
Trips
Invoices
Dashboard
Companies
Resources
Locations
Orders
Upload orders
Order groups
Templates
Route templates
Upload documents
Order imports 1
Type to filter
Last 14 days
Import multiple orders
Restart imports
Ignore imports
Import from file
All imported orders
Todo (1)
Ready to create order (1)
Error
In progress
Completed
Ignored
Duplicate
View
Order identifier
Import status
Customer
Customer Reference
Department
Or-5144 Pl... Update Ready to update order Bulkhaul LTD 12321 Department t Update order
700193e3-a9db-4200-9b6d... Ignored Bulktainer Logistics LTD CH -
Or-5192 Cancelled Completed European Gateway Services B... TEST -
Or-5191 Cancelled Completed European Gateway Services B... TEST -
dac824ee-2737-481a-81ba-... Ignored European Gateway Services B... TEST -
0ea5254c-dd36-40d6-8cdd... Ignored European Gateway Services B... TEST -
39b1dd79-56b5-4e28-a83d... Ignored European Gateway Services B... TEST -
cfe54484-0191-4704-96f6-... Ignored Bulktainer Logistics LTD L -
be296f6b-0dae-47b4-8a72-... Ignored Bulktainer Logistics LTD L -
bb846d4d-7aa4-4b16-a496... Ignored 4Sea Projects 123 -
12a2e3cb-9efe-4433-a72a-... Ignored 4Sea Projects 123 -
Or-5155 To... Update Ignored Bulktainer Logistics LTD LAA -
Or-5155 To... Update Completed Bulktainer Logistics LTD LAA -
Showing 20 out of 526 orders
1
2
3
4
5
27
20 / page


QARGO
Quotes
Orders
Planning
Stops
Trips
Invoices
Dashboard
Companies
Resources
Locations
Edit order
Show form context
22 fields changed by this import · 0 declined
Accept all
Hide changes
Field
Previous value → New value
Service level
~~S Service Level~~ → —
Accept
Decline
Consignment 1 › Delivery
Requested delivery date
~~Fr 20/11/2026~~ → Mo 30/11/2026
Consignment 1 › Delivery
Delivery location
~~Christeyns/GOVI with a slightly longer name though than u...~~ → ExxonMobil Antwerp Refin...
Consignment 1 › Delivery
Reference number
— → 55413
Consignment 1 › Collect
Time window
— → Opening hours
Consignment 1 › Collect
Requested collection date
~~Th 08/10/2026~~ → Fr 27/11/2026
Consignment 1 › Collect
Collect location
~~ECT Delta Terminal~~ → Christeyns/GOVI with a slightly longer name though than usual
Consignment 1 › Collect
Collection notes
— → Lorem ipsum dolor sit amet, consectetur adipiscing elit
Consignment 1 › Collect
Transport service
Chem
Container
Dom...
Drop...
Export
General...
Intermo...
owned
Shunt
S Trans
TC H...
Toll ...
General details
Customer (*)
Bulkhaul LTD
10066
Department
Department test 1
Service level
Additional collect/delivery stops
Transport network
Order group
Cancel
Save

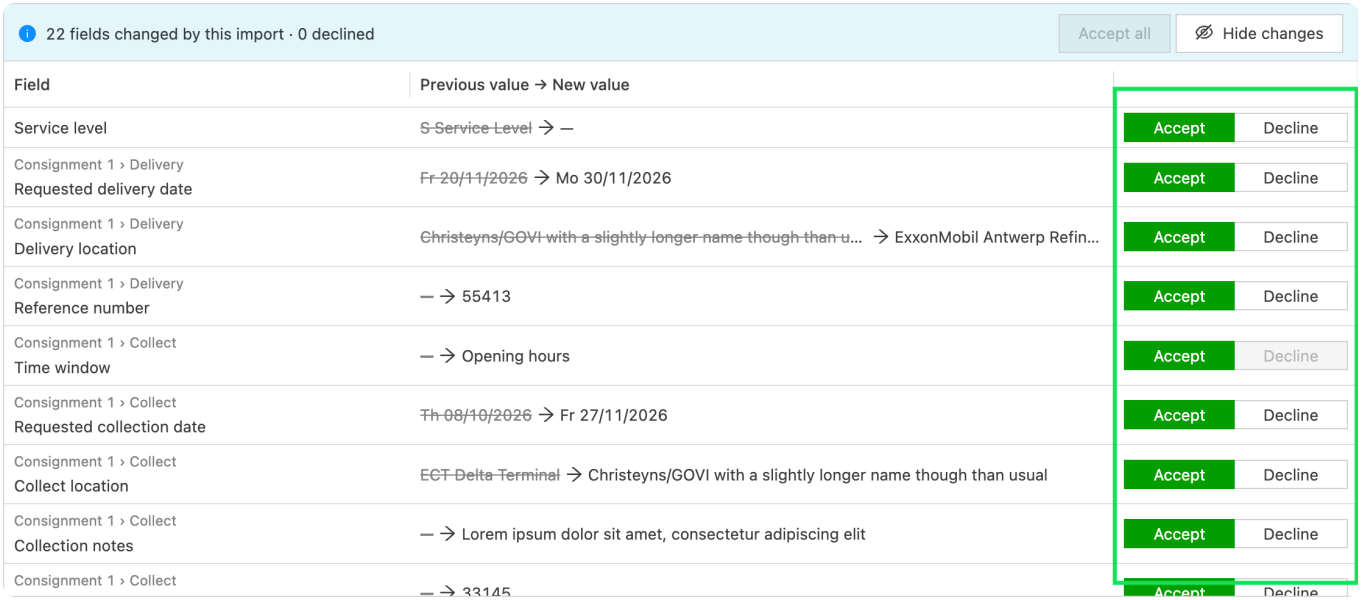


The list covers the order header, the shipment (including customs and transit), stops, goods lines, and custom and extra fields.

📚 Only fields that already existed on the order are compared. Stops, goods lines or ADR lines that the import adds are not listed as changes.

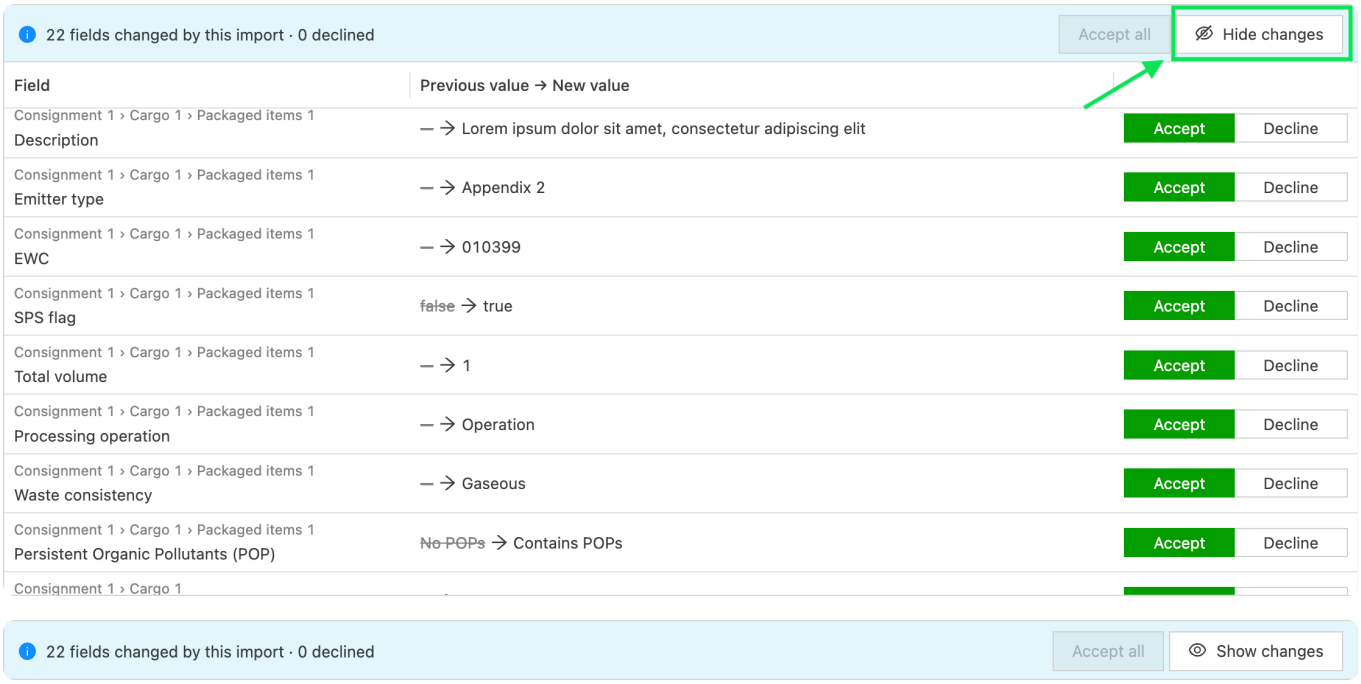
Accept or decline each change

1. **Locate** the row of the change to handle.
2. **Click Accept** to keep the new value, which is already filled in on the form. The row is marked as handled.
3. **Click Decline** to put the previous value back in the field. The row is marked as handled.

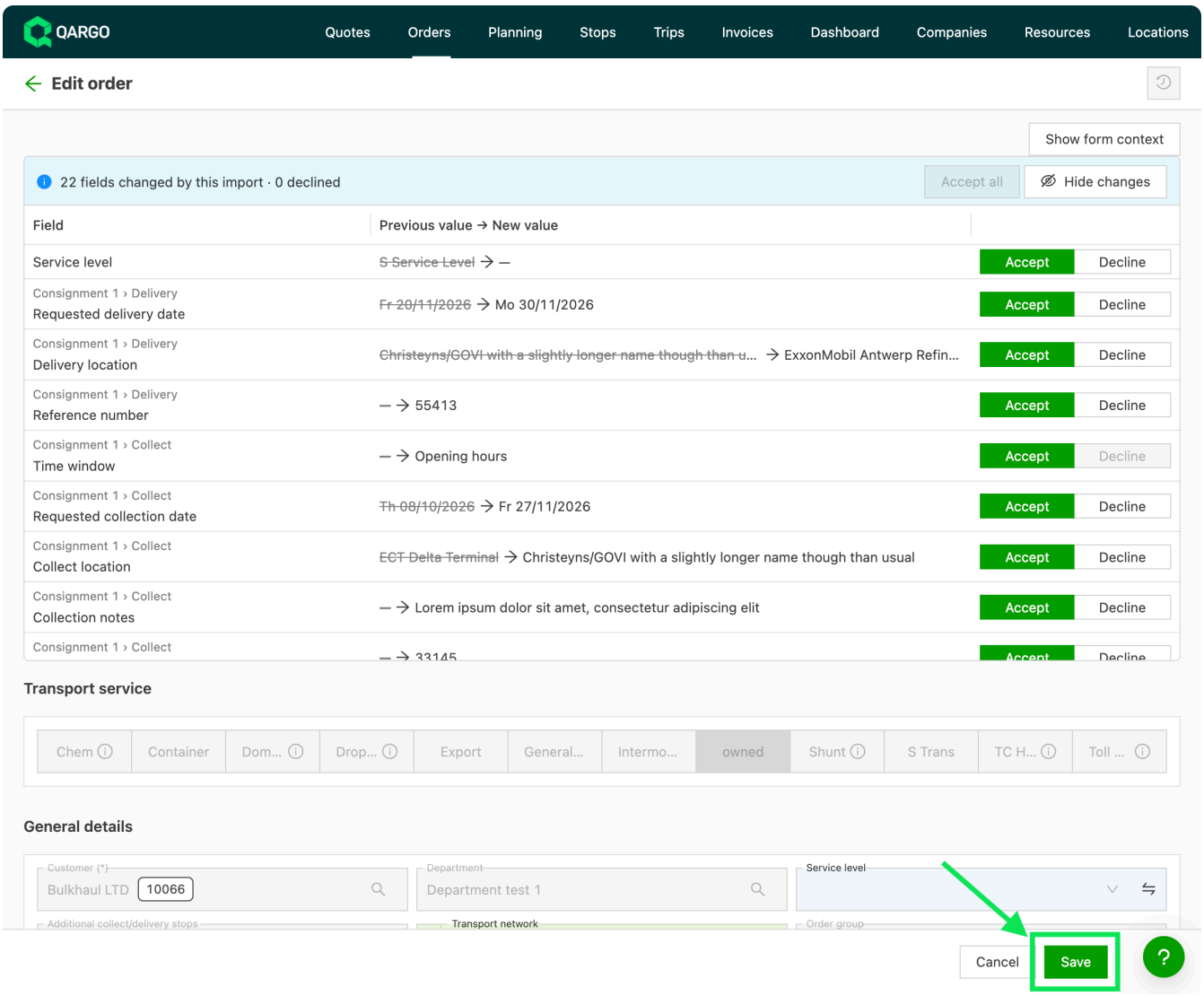


4. **Click Accept all remaining** to accept every row that has not been handled yet. Decline the few wrong changes first, then use this button for the rest.

5. **Click Hide changes** to collapse the list to its header line, and **Show changes** to open it again.



6. **Click Save** to apply the order as it appears on the form.

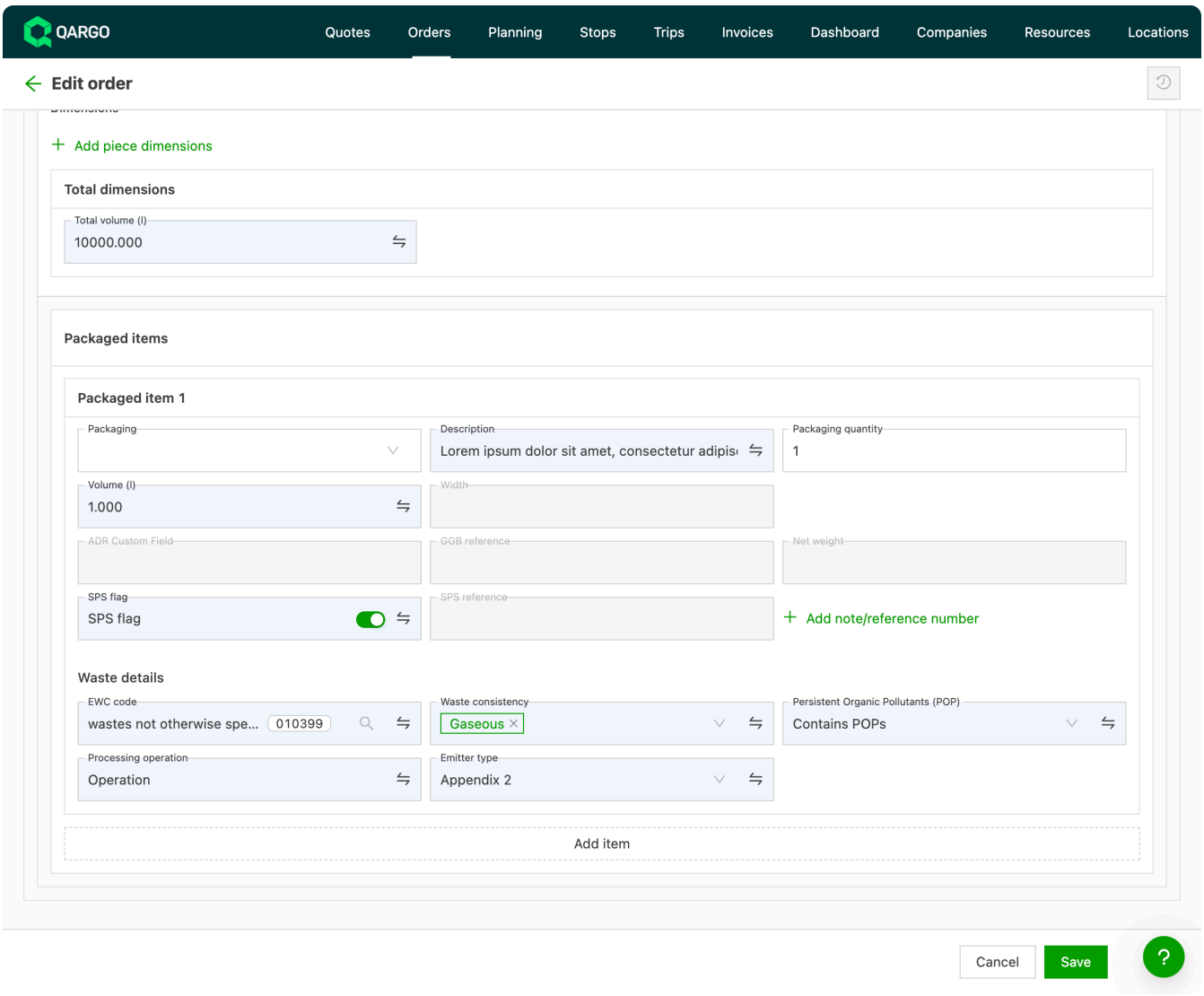


Once a change is accepted or declined, the field on the form loses its blue highlight. Both actions can be undone from the same row.

> ‼️ **Save** is not blocked when some rows are still unhandled. Whatever is in the form at the moment of saving is applied, so handle every row before saving.

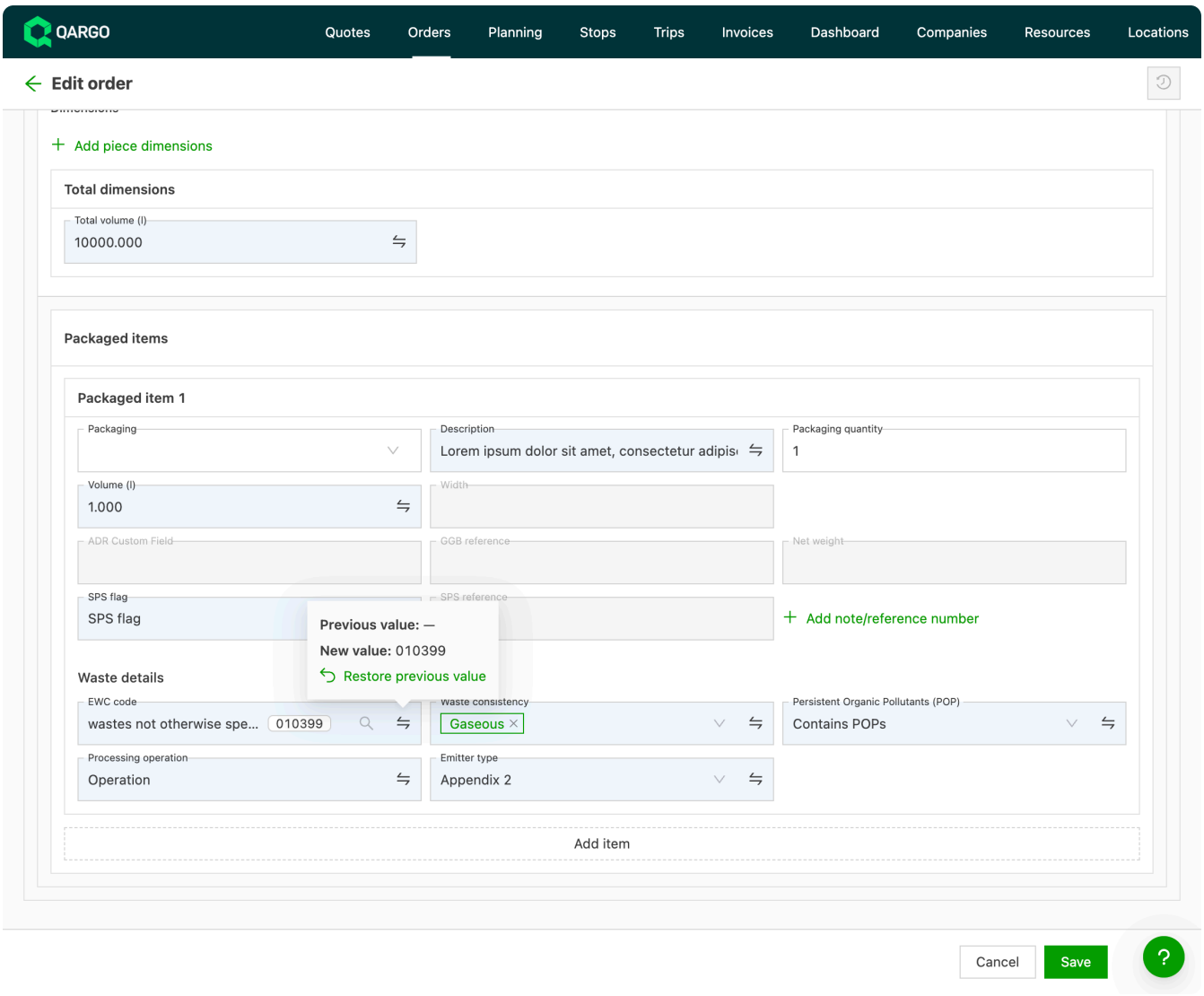
Review changes directly on the form

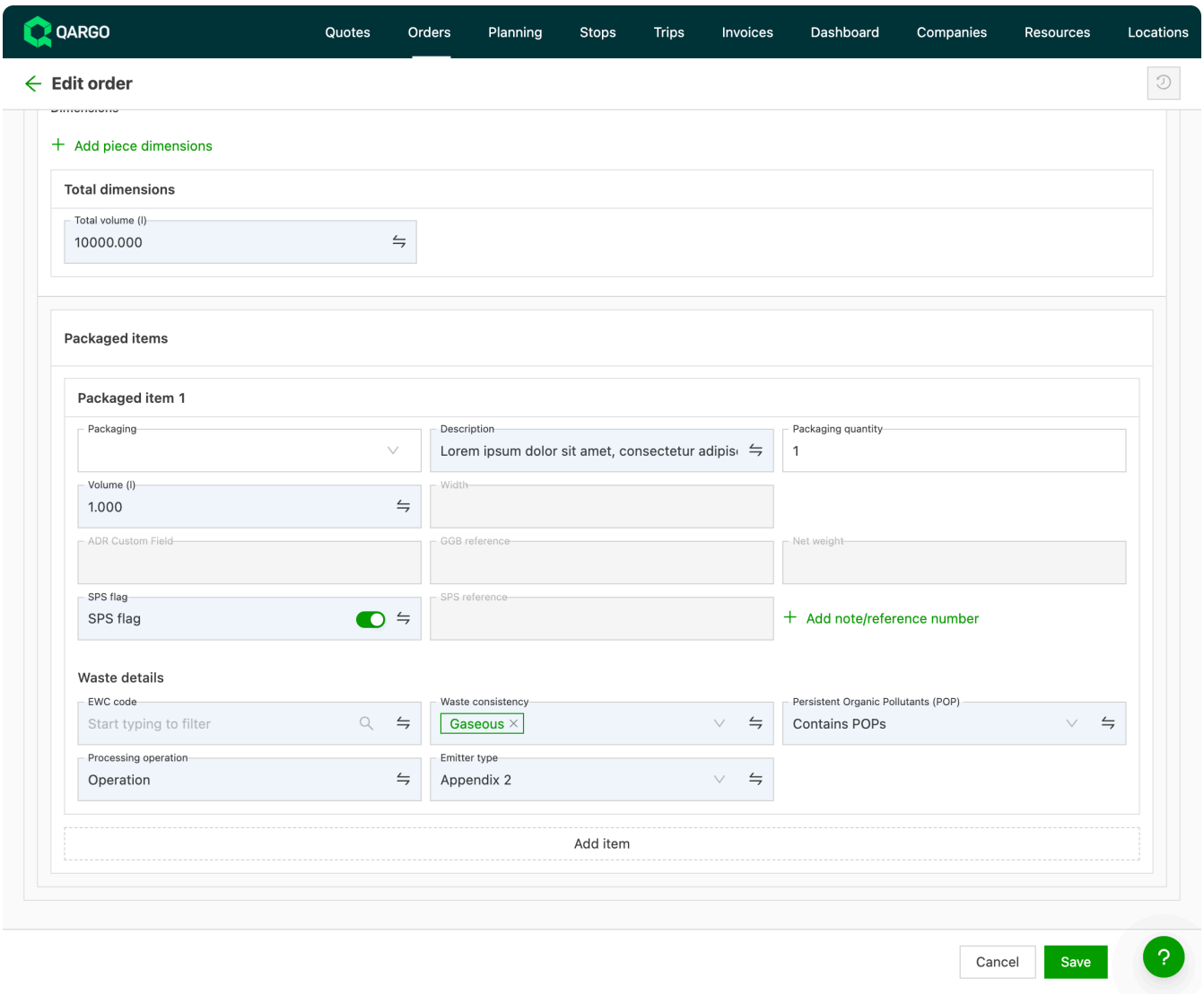
1. **Locate** the fields highlighted in blue with a swap icon (⇄). These fields are changed by the import. Unchanged fields stay grayed out.



2. **Hover** over the icon, or **click** it to keep the popover open, to see the previous value and the new value.

3. **Click Restore previous value** in the popover to put the previous value back in the field.


QARGO
Quotes
Orders
Planning
Stops
Trips
Invoices
Dashboard
Companies
Resources
Locations
Edit order
Add piece dimensions
Total dimensions
Total volume (l)
10000.000
Packaged items
Packaged item 1
Packaging
Description
Lorem ipsum dolor sit amet, consectetur adipis
Packaging quantity
1
Volume (l)
1.000
Width
ADR Custom Field
GGB reference
Net weight
SPS flag
SPS flag
SPS reference
Add note/reference number
Previous value: —
New value: 010399
Restore previous value
Waste details
EWC code
wastes not otherwise spe...
010399
waste consistency
Gaseous
Persistent Organic Pollutants (POP)
Contains POPs
Processing operation
Operation
Emitter type
Appendix 2
Add item
Cancel
Save



4. **Enter** a different value directly in the field to use neither the previous nor the new value.

5. **Save** the order.

📚 Changes to eCMR and eWaste fields are shown, but they cannot be restored. These fields are locked during an eCMR import.

Troubleshooting

Issue	Resolution
A stop, goods line or ADR line added by the import is not highlighted or listed	Only records that already existed on the order are compared. New records have no previous value to show.
The order saved with changes that were not accepted or declined	Saving is not blocked by unhandled rows. Whatever is in the form at the moment of saving is applied.
Restore previous value is not available on an eCMR or eWaste field	These fields are locked during an eCMR import. The change is shown for information only.
A field is grayed out	Grayed out fields are unchanged by the import.