

Onboarding B2B Plattform

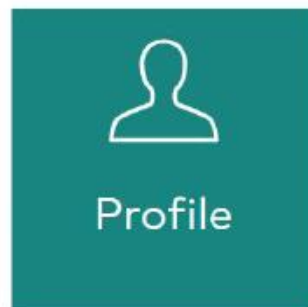
1. How the platform is structured
2. Jump to the platform - utilisation and most important functions

What is on the programme?

Customer platform B2B



Create a transport request



Manage users

Order overview

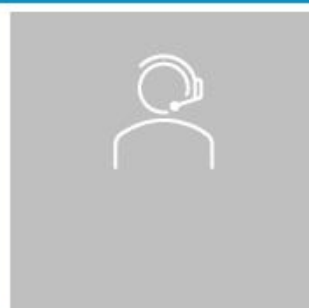


Our most important services at a glance
mobilog transports. A wealth of experience sits behind the steering wheel: our 160 transport staff, who work with skill, reliability and unrelenting customer-focus. Our transport operation covers 30,000 km a day. This way every product reaches our customers in good time.
[Create order](#)



Manage address database

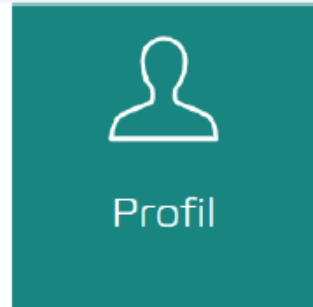
Manage the vehicle pool



In development

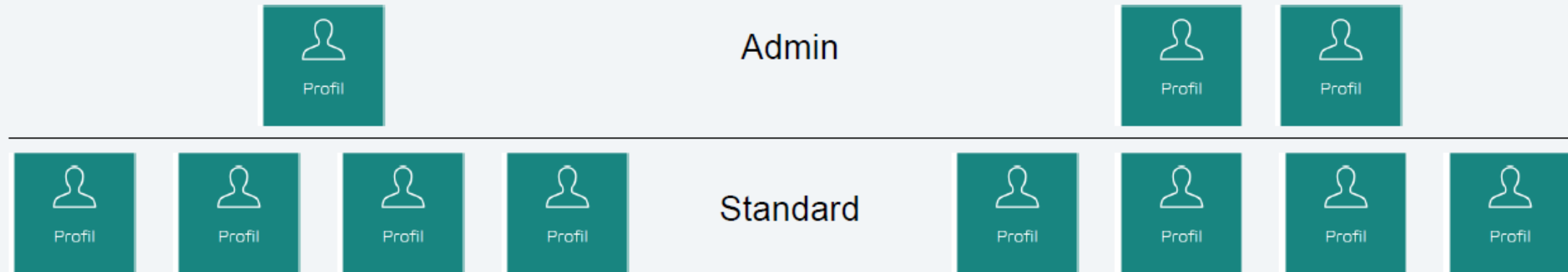
- DL Car Logistics
- Customer Care Centre
- more

Access and manage the organisation



There is an initial onboarding of the organisation with the registration of the admin user.

The assignment of rights and the opening of members can be done by you as a customer.



1. How the platform is structured
2. **Jump to the platform - utilisation and most important functions**

What is on the programme?

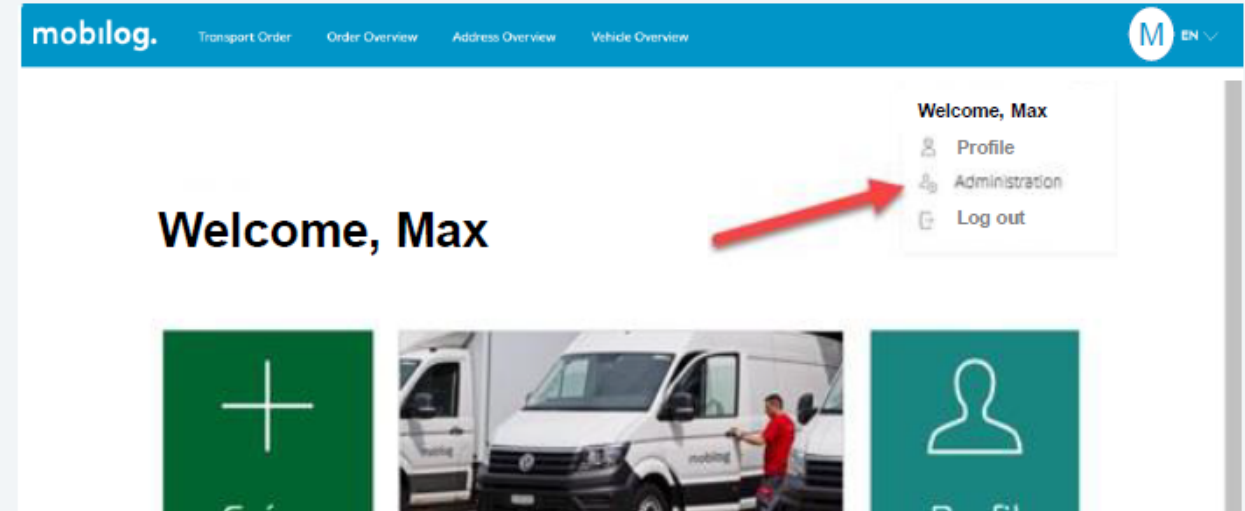
Important to: Login / User Management

Welcome to mobilog B2B Portal

Enter transport orders online

E-mail *

Password *

 Keep me logged-in
[Forgot password?](#) [Register](#)

Dial in via www.b2b.mobilog.ch and log in with your e-mail address and password.

If your organisation needs a new user, select "Administration" under your profile and enter the User Management environment.

Here you can create new users, assign roles and delete users. Depending on the role you have chosen, different functions are available to you.

Important information on: Creating transport requests

First select the sender (where the goods are to be collected) and the recipient (where the goods are to go). If addresses have already been created, you can enter the MatchCode under Search and thus save time.

Sender

Search

Company
 Private person

Company name * ✓

Company name addition

Street * ✓

House no. * ✓

ZIP Code * ✓

City * ✓

Contact person

First Name * ✓

Last Name * ✓

E-Mail ✓

Country code * ✓

Phone * ✓

Save address

Match code ✓

[Next](#)

Important information on: Creating transport requests

Transport type

Vehicle Part(s)

Pickup Date *

☰ 09.10.2023

Chauffeur notification

Delivery Date *

☰ 11.10.2023

Chauffeur notification

Reference ID

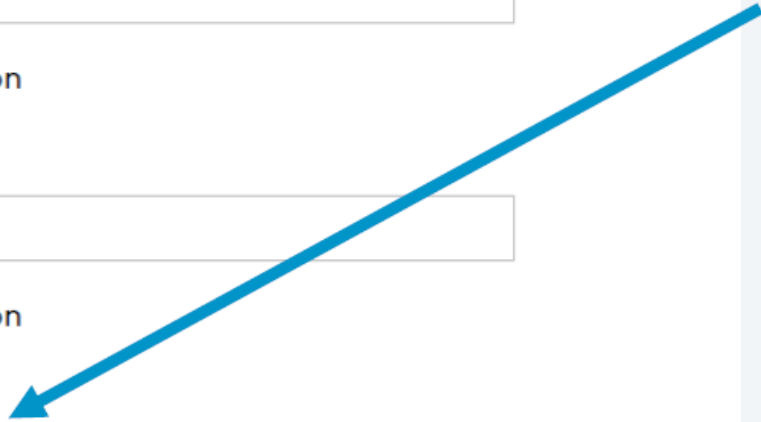
123456789

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The system does not allow collection until the following day, and orders close at 5.00 pm.

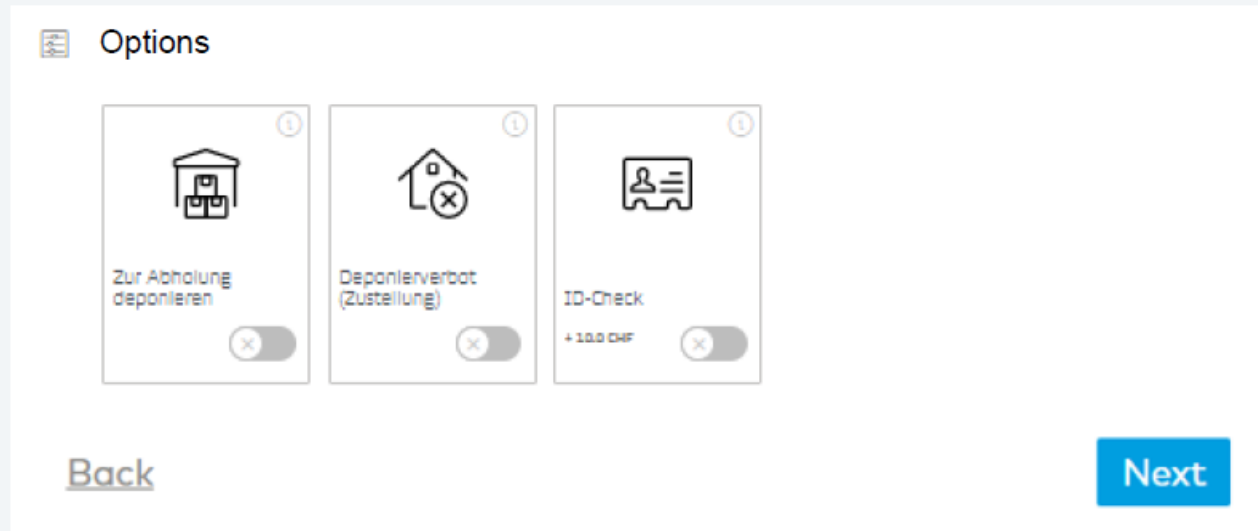
Enter important information about the order/delivery under the reference number.

(VIN number, storage number, part number or similar)



Important information on: Creating transport requests

Options can be added to the delivery.



Important information on: Creating transport requests

Positions 1

Wheel rims 9

Name *
Wheel rims 1

Position type *
Part(s) 2

Quantity *
1 3

Gross weight in KG *
12

Length in meter *
1 ✓

Width in meter *
1 ✓

Height in meter *
1 ✓

Description
6 Wheel rims 4

+ Add 5

Back Next

Finalize

1. Describe the item to be shipped
2. Parts = single rims, pallet = 6 pieces or more
3. Number of parts ; number of pallets
4. If there is a more detailed description of the item, otherwise leave blank.
5. If there is an additional item, add it

Important information on: Creating transport requests

If you notice in the order overview that you need to change something, use the pencil in the respective field and you will be taken directly to the input mask.

1. Order number is also maintained in the support system throughout the process
2. Always download label and attach to goods / send to customers via PDF

Review

Sender		Recipient		Order	
ID	999	Type	888	Pickup Date	09.10.2023
Type	Société	Name	Société	Chauffeur notifiat...	Yes
Name	Muster Garage AG	Address	Musterfelgen AG	Phone Number	0791234567
Address	Musterstrasse 12	City	Felgenstrasse 4	Delivery Date	11.10.2023
City	8000	Country	8001	Chauffeur notifiat...	Yes
Country	Zürich	Contact	Zürich	Phone Number	07788887878
Contact	CH	E-Mail	CH		
E-Mail	Max Mustermann	Phone	Ana Musterfrau		
Phone	0791234567		0798765432		

Wheel rims	
Type	Part(s)
Quantity	1
Gross weight in KG	12 KG
Description	6 Wheel rims
Total	CHF 100.00

Thank you very much,
the transport order has been successfully created.

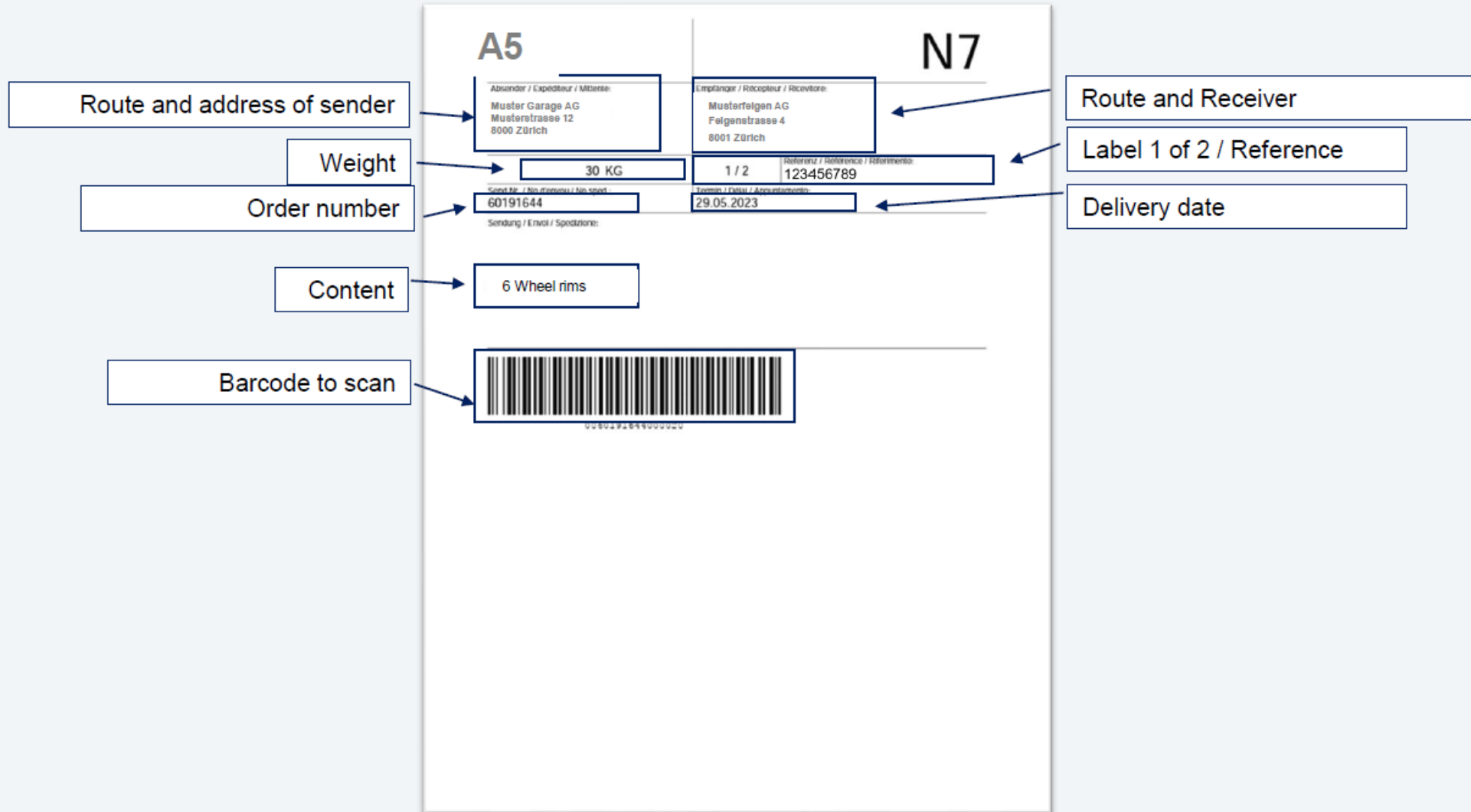
Order number: **60262224** 1

You can **download** the label for ordering here.

2

New order Order overview Back to cockpit

Important to: Transport label







Important to: Order overview

The screenshot shows the Mobilog Order Overview interface. At the top, there are filter buttons for order type (All, Vehicle, Part(s)) and status (All, Open, In transit, Closed, Cancelled). Below these are radio buttons for search criteria: Order number, reference number or city (selected) and VIN. A search input field is present with a callout 4 pointing to it. A 'Download' button and a menu icon (callout 3) are also visible. The main part of the interface is a table with columns: Order number, Reference number, PickUp: City, PickUp Date, Delivery Location, Delivery Date, and Status. The table contains five rows of order data. A legend at the bottom right maps icons to status names: a red box with an 'x' for Cancelled, a green box with a checkmark for Closed, a blue box with a plus sign for Open, and a blue box with a truck for In transit.

Order number	Reference number	PickUp: City	PickUp Date	Delivery Location	Delivery Date	Status
60262224		Rheinfelden	10.5.2023	Buchs	12.5.2023	Cancelled
60262223		Buchs	8.6.2023	Schinznach B...	12.6.2023	Closed
60261801		Buchs	24.2.2023	Münchenbuc...	27.2.2023	Open
60261800		Buchs	23.2.2023	Münchenbuc...	27.2.2023	In transit
60261799		Buchs	22.2.2023	Münchenbuc...	24.2.2023	In transit

- ① Filter by order type
- ② Filter by status
- ③ Displaying further information
- ④ Search function
- ⑤ Reprint of transport label

-  Cancelled
-  Closed
-  Open
-  In transit

Important to: Creating addresses

Create new address

Match code

Company
 Private person

Company name * Company name addition

Street * House no. *

ZIP Code * City *

Contact person

First Name * Last Name *

E-Mail Country code * Phone *

[Cancel](#)

Saving addresses makes it easier to enter orders. Make sure that you save a "match code". In our environment, it is best to use the customer / debit separation number.

«we love logistics»