

# **SCN Members *Service Search* User Guide**

[www.securitycargonetwork.com](http://www.securitycargonetwork.com)

*Welcome to SCN's Service Search Users Guide!!!*

# SUMMARY

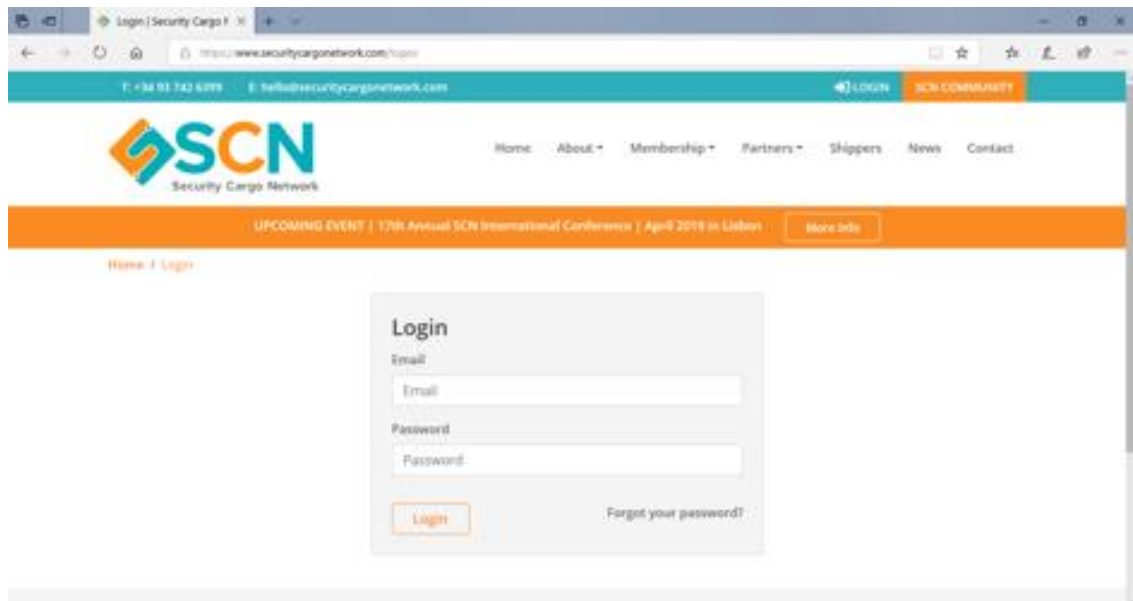
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# 1. Login

## 1.1. Login

Please go to: <https://www.securitycargonetwork.com/login/>

User the login link at the top right of the website to login with your provided login details. If you haven't received them, please contact us on: [hello@securitycargonetwork.com](mailto:hello@securitycargonetwork.com) and we will resend login details.



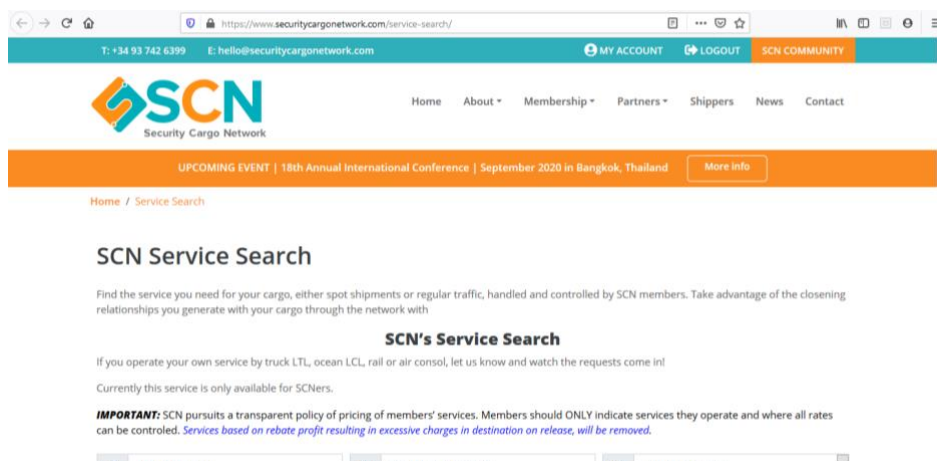
Once logged in this will grant you access to view all public information from SCN network, plus private area information i.e. further details on Service Search (available routes).



## 2. SCN Service Search

Find the service you need for your cargo, either spot shipments or regular traffic, handled and controlled by SCN members.

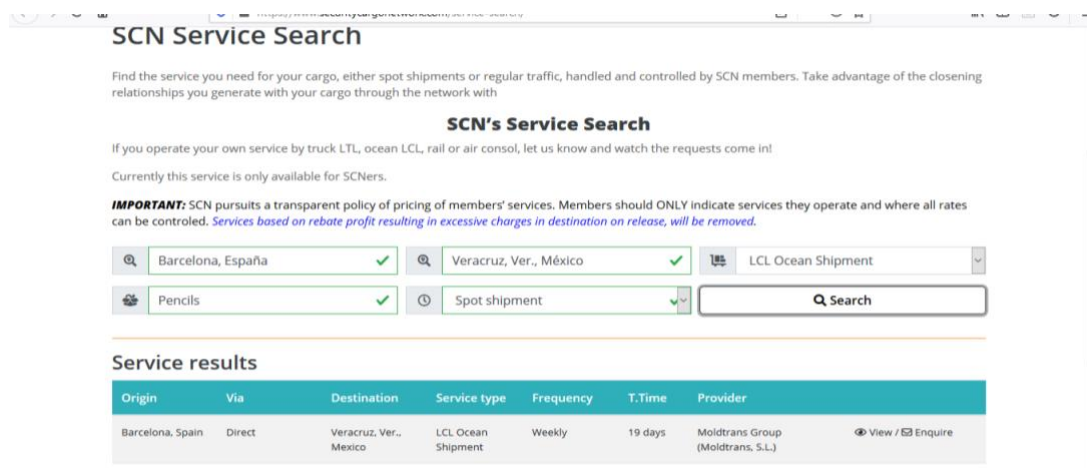
<https://www.securitycargonetwork.com/service-search/>



Searching for services / routes:

Ensure you complete all required information to enable search to work:

- Origin location (POL) – search by City/Count/State or Country, Geocoder will show available locations.
- Destination location (POD) - search by City/Count/State or Country, Geocoder will show available locations.
- Service type (LCL Ocean Shipment, LTL Truck Shipment, Rail Consol or Air Consol)
- Type of goods
- Frequency (spot shipment or regular traffic)



## 2.1. View Service results

Find the service you need for your cargo, either spot shipments or regular traffic, handled and controlled by SCN members. Take advantage of the closening relationships you generate with your cargo through the network with

### SCN's Service Search

If you operate your own service by truck LTL, ocean LCL, rail or air consol, let us know and watch the requests come in!

Currently this service is only available for SCNers.

**IMPORTANT:** SCN pursuits a transparent policy of pricing of members' services. Members should ONLY indicate services they operate and where all rates can be controlled. *Services based on rebate profit resulting in excessive charges in destination on release, will be removed.*

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#### Service results

Origin	Via	Destination	Service type	Frequency	T.Time	Provider	
Aarhus, Denmark	Singapore	Apia, Samoa	LCL Ocean Shipment	Weekly	42 days	Holship A/S	<a href="#">View</a> / <a href="#">Enquire</a>

Click on "View" so all details are displayed:

Find the service you need for your cargo, either spot shipments or regular traffic, handled and controlled by SCN members. Take advantage of the closening relationships you generate with your cargo through the network with

### SCN's Service Search

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#### Service results

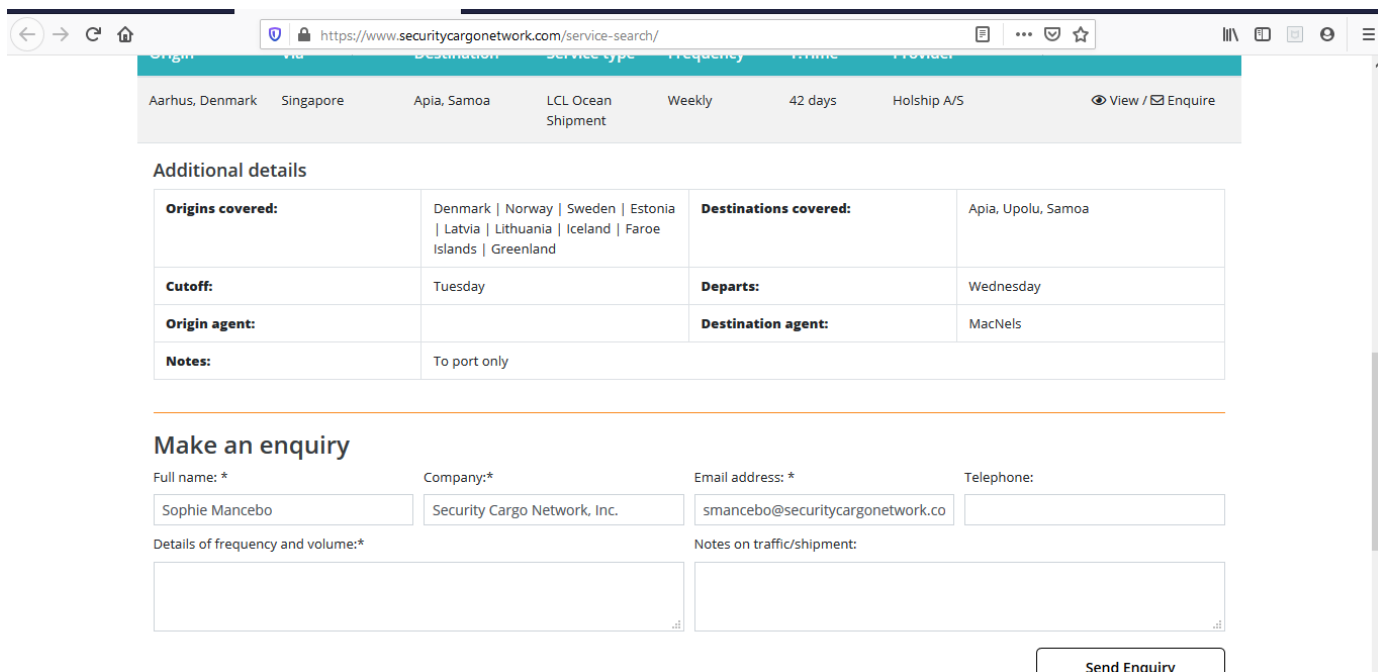
Origin	Via	Destination	Service type	Frequency	T.Time	Provider	
Aarhus, Denmark	Singapore	Apia, Samoa	LCL Ocean Shipment	Weekly	42 days	Holship A/S	<a href="#">View</a> / <a href="#">Enquire</a>

#### Additional details

<b>Origins covered:</b>	Denmark   Norway   Sweden   Estonia   Latvia   Lithuania   Iceland   Faroe Islands   Greenland	<b>Destinations covered:</b>	Apia, Upolu, Samoa
<b>Cutoff:</b>	Tuesday	<b>Departs:</b>	Wednesday
<b>Origin agent:</b>		<b>Destination agent:</b>	MacNels
<b>Notes:</b>	To port only		

## 2.2. Make an enquiry

Add any missing information or required to enable SCN member to answer to your query:



The screenshot shows a web browser window with the URL <https://www.securitycargonetwork.com/service-search/>. The search results table shows a route from Aarhus, Denmark to Apia, Samoa via Singapore, with a service type of LCL Ocean Shipment, frequency of Weekly, transit time of 42 days, and provider Holship A/S. A 'View / Enquire' link is available.

**Additional details**

<b>Origins covered:</b>	Denmark   Norway   Sweden   Estonia   Latvia   Lithuania   Iceland   Faroe Islands   Greenland	<b>Destinations covered:</b>	Apia, Upolu, Samoa
<b>Cutoff:</b>	Tuesday	<b>Departs:</b>	Wednesday
<b>Origin agent:</b>		<b>Destination agent:</b>	MacNels
<b>Notes:</b>	To port only		

**Make an enquiry**

Full name: \*  Company: \*  Email address: \*  Telephone:

Details of frequency and volume: \*  Notes on traffic/shipment:

Once you press "send enquiry" button and email is sent to SCN member contact person so that your enquiry can be taken care off.

\*Example enquiry email:

### SCN Consolidation Enquiry



SCN <noreply@securitycargonetwork.com>

Para Hello SCN

A new consolidation route enquiry has been submitted via the SCN website.

**Company:** Security Cargo Network, Inc.

**Full name:** Sophie Mancebo

**Email:** [smancebo@securitycargonetwork.com](mailto:smancebo@securitycargonetwork.com)

**Telephone:**

**Type of goods:** Lampshades

**Shipment frequency:** regular traffic

**Frequency notes:** Monthly 30

**Traffic notes:**

#### Route Details

**Searched origin:** Aarhus, Dinamarca

**Searched destination:** Apia, Upolu, Samoa

**Matched origin:** Aarhus, , , Denmark

**Matched destination:** Apia, , Upolu, Samoa

**Via:** Singapore, , , Singapore

**Service type:** LCL Ocean Shipment

**Frequency:** Weekly

**Provider:** Holship A/S

**Origins covered:** Denmark | Norway | Sweden | Estonia | Latvia | Lithuania | Iceland | Faroe Islands | Greenland

**Destinations covered:** Apia, Upolu, Samoa

**Cutoff:** Tuesday

**Departs:** Wednesday

**Origin agent:**

**Destination agent:** MacNels

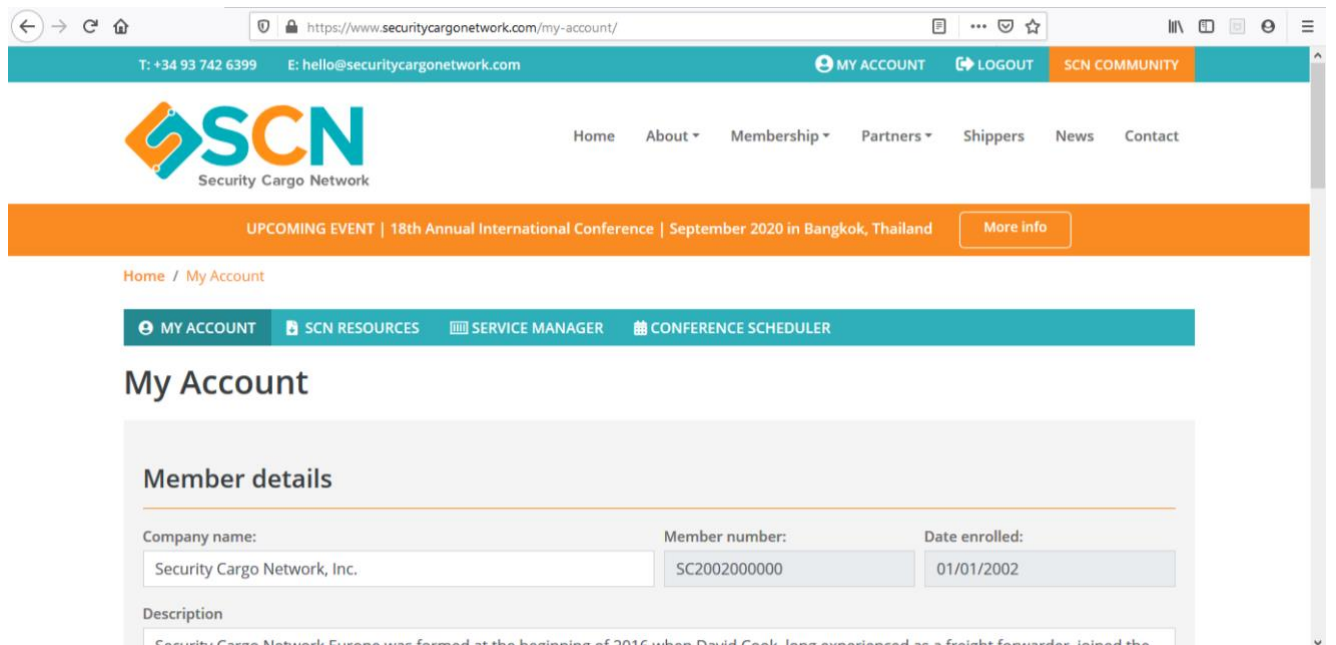
**Transit time:** 42

**Notes:** To port only

**Service contact:** Christian Thomsen ([ct@holship.com](mailto:ct@holship.com))

### 3. My Account / Service Manager

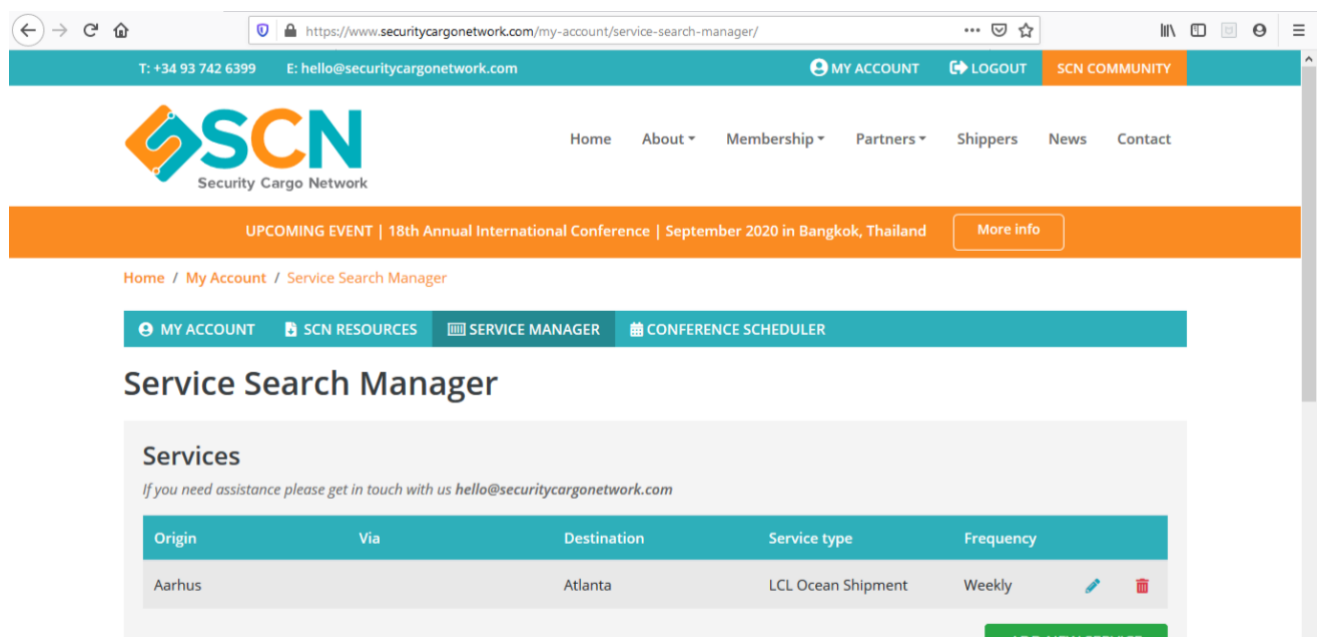
From SCN home page if you access "My Account" you'll be able click on "Service Manager". Once there you will be able to view /edit your member services.



The screenshot shows the SCN My Account page. The header includes the SCN logo, contact information (T: +34 93 742 6399, E: hello@securitycargonetwork.com), and navigation links (MY ACCOUNT, LOGOUT, SCN COMMUNITY). The main navigation bar includes Home, About, Membership, Partners, Shippers, News, and Contact. A banner for the 18th Annual International Conference is visible. The breadcrumb trail is Home / My Account. The page title is My Account. The Member details section shows:

Company name:	Member number:	Date enrolled:
Security Cargo Network, Inc.	SC200200000	01/01/2002

The Description field contains the text: "Security Cargo Network Europe was formed at the beginning of 2016 when David Cook, long experienced as a freight forwarder, joined the".



The screenshot shows the SCN Service Search Manager page. The header and navigation are identical to the previous page. The breadcrumb trail is Home / My Account / Service Search Manager. The page title is Service Search Manager. The Services section includes a message: "If you need assistance please get in touch with us hello@securitycargonetwork.com". Below this is a table with the following data:

Origin	Via	Destination	Service type	Frequency
Aarhus		Atlanta	LCL Ocean Shipment	Weekly

At the bottom right of the table is a green button labeled "ADD NEW SERVICE".

Within "Service Manager" you will be able to perform the below features:

1. Editing Service details
2. Add new Services
3. Delete Services

### 3.1. Editing Service details (<https://www.securitycargonetwork.com/my-account/edit-service/>)

Click on the pencil related to the Service you want to amend and service details will be displayed.

Here you will be able to update Service details such as:

- Origin location (city, county, state, country...geocoder will provide available locations)
- Destination location (city, county, state, country...geocoder will provide available locations)
- Via (city, county, state, country...geocoder will provide available locations)
- Service Type ((LCL Ocean Shipment, LTL Truck Shipment, Rail Consol or Air Consol)
- Frequency (daily, weekly, monthly...)
- Cut-off day (must be exactly one of the below)
  - a. -
  - b. Monday
  - c. Tuesday
  - d. Wednesday
  - e. Thursday
  - f. Friday
  - g. Saturday
  - h. Sunday
- Departure day (must be exactly one of the below)
  - a. -
  - b. Monday
  - c. Tuesday
  - d. Wednesday
  - e. Thursday
  - f. Friday
  - g. Saturday
  - h. Sunday
- Origin Agent name
- Destination Agent name
- Transit time (should be a number only, no text)
- Enquiry contact name (only available names of contacts set as such within SCN directory)
- Notes
- Origins covered
- Destinations covered



Service details

Origin: Start typing to search for the origin. Dinamarca

Destination: Start typing to search for the destination. Atlanta, Georgia, EE. UU.

Via: Leave blank if direct. Via location

Service type: LCL Ocean Shipment

Frequency: Weekly

Cutoff: Thursday

Departure: Saturday

Origin agent: Agent name

Destination agent: Agent name

Transit time: 20

Enquiry contact: Sophie Mancebo

Notes: Only to port

Origins covered: Origin location Add Origin

Destinations covered: Destination location Add Destination

### 3.2. Add new Service

Press "add new service" to create a new one.

UPCOMING EVENT | 18th Annual International Conference | September 2020 in Bangkok, Thailand [More info](#)

Home / [My Account](#) / [Service Search Manager](#)

MY ACCOUNT SCN RESOURCES SERVICE MANAGER CONFERENCE SCHEDULER

## Service Search Manager

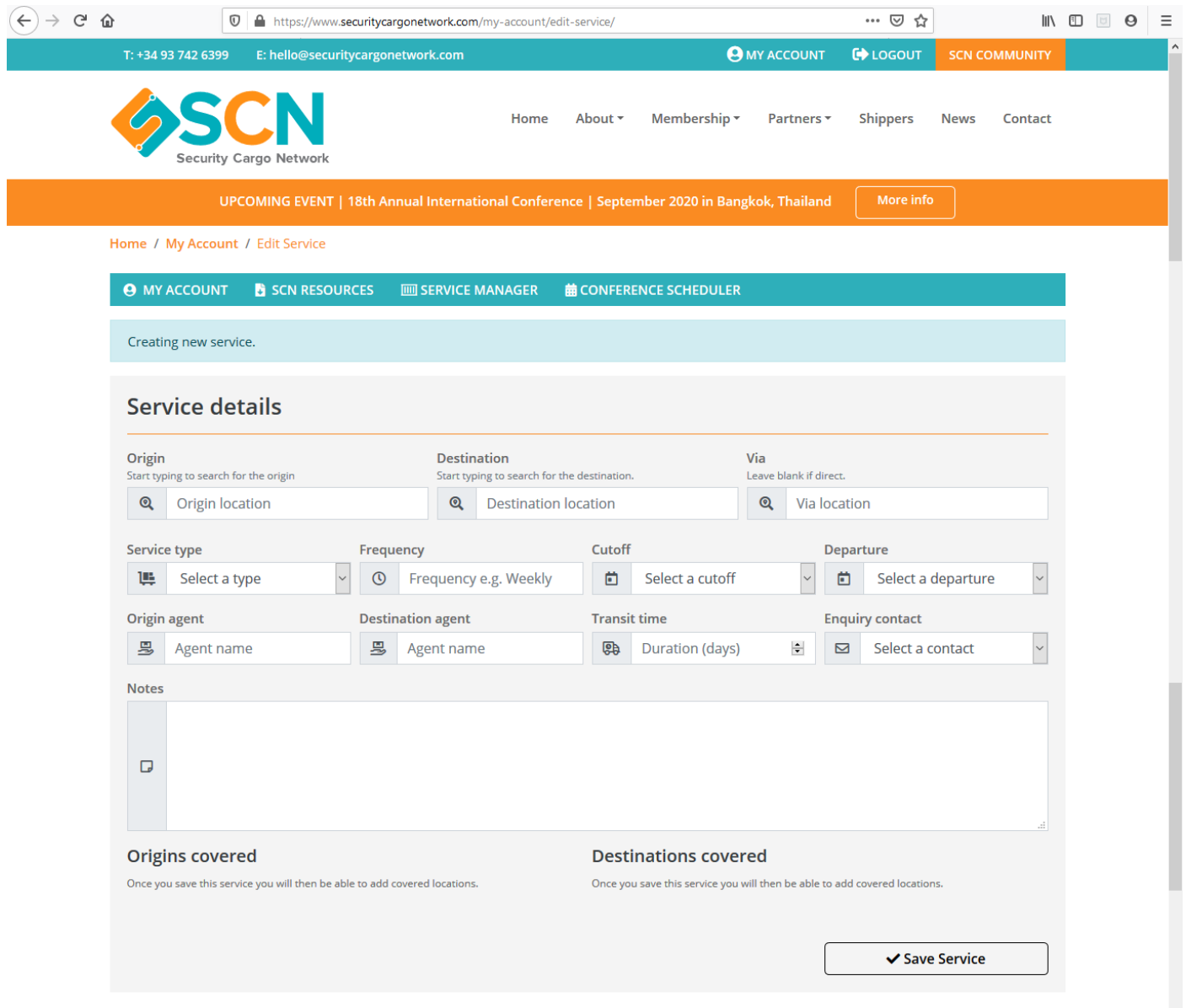
Services

If you need assistance please get in touch with us [hello@securitycargonetwork.com](mailto:hello@securitycargonetwork.com)

Origin	Via	Destination	Service type	Frequency	
Aarhus		Atlanta	LCL Ocean Shipment	Weekly	<a href="#">Edit</a> <a href="#">Delete</a>

[ADD NEW SERVICE](#)

You will be required to complete below data/ fields:



The screenshot shows the 'Edit Service' page in the SCN My Account portal. The page has a teal header with the SCN logo and navigation links. Below the header is an orange banner for an upcoming event. The main content area is titled 'Service details' and contains several input fields for creating or editing a service. The fields are organized into rows and columns, with some having icons and dropdown menus. At the bottom, there are sections for 'Origins covered' and 'Destinations covered', and a 'Save Service' button.

**Service details**

Origin: Start typing to search for the origin. Input field: Origin location.

Destination: Start typing to search for the destination. Input field: Destination location.

Via: Leave blank if direct. Input field: Via location.

Service type: Select a type (dropdown menu).

Frequency: Frequency e.g. Weekly (dropdown menu).

Cutoff: Select a cutoff (dropdown menu).

Departure: Select a departure (dropdown menu).

Origin agent: Agent name (input field).

Destination agent: Agent name (input field).

Transit time: Duration (days) (input field).

Enquiry contact: Select a contact (dropdown menu).

Notes: Text area for notes.

Origins covered: Once you save this service you will then be able to add covered locations.

Destinations covered: Once you save this service you will then be able to add covered locations.

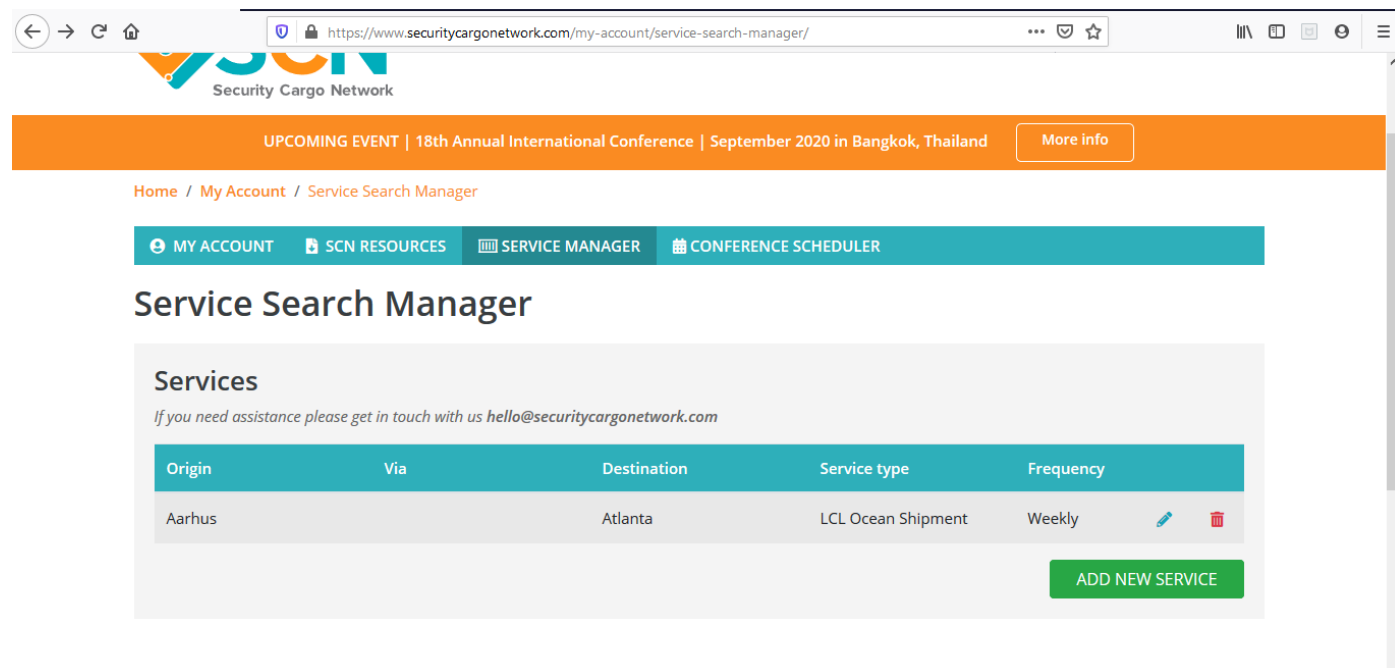
**Save Service**

- Origin location (city, county, state, country... geocoder will provide available locations)
- Destination location (city, county, state, country... geocoder will provide available locations)
- Via (city, county, state, country... geocoder will provide available locations)
- Service Type ((LCL Ocean Shipment, LTL Truck Shipment, Rail Consol or Air Consol)
- Service Type
- Frequency (daily, weekly, monthly,...)

- Cut-off day (must be exactly one of the below)
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- Origin Agent name
- Destination Agent name
- Transit time (should be a number only, no text)
- Enquiry contact name (only available names of contacts set as such within SCN directory)
- Notes
- Origins covered
- Destinations covered

Once complete press "Save service"

### 3.3 Delete a Service





UPCOMING EVENT | 18th Annual International Conference | September 2020 in Bangkok, Thailand [More info](#)

Home / My Account / Service Search Manager

MY ACCOUNT | SCN RESOURCES | SERVICE MANAGER | CONFERENCE SCHEDULER

## Service Search Manager

**Services**  
If you need assistance please get in touch with us [hello@securitycargonetwork.com](mailto:hello@securitycargonetwork.com)

Origin	Via	Destination	Service type	Frequency
Aarhus		Atlanta	LCL Ocean Shipment	Weekly  

[ADD NEW SERVICE](#)

Click on the bin related to the service you want to delete.

\*\*\*\*\*

Hope this guide was of use to you. While using our Website, if you find any issues, problems or have comments on improvements please note these down. If you are reporting a problem please give as much detail as possible to help us replicate the problem, if you are able to provide screenshots this also helps. Please also provide details on the web browser you are using, you can do this by visiting <https://www.whatsmybrowser.org/> copying the link towards the top of the page alongside the green button and sending this link to us. The link will look something like **whatsmybrowser.org/b/CJRMYRT**

**Thanks 😊**