

Ship Management [DRAFT]

Last Modified on 11/25/2025 2:35 am EST

This guide is intended for Duggal Visual Solutions general users specifically. Information herein may contain customizations and particulars specific to the Duggal aACE system. Click this [link](https://aace5.knowledgeowl.com/help) (<https://aace5.knowledgeowl.com/help>) for the General aACE Software aACE 5 Knowledge Base.

[aACE Shipment Lists](#)

[An Alternative Approach: Submit Shipments to BKJobs](#)

aACE Shipment Lists

The Shipping Departments can review and action a queue of Shipments via the aACE Shipments List View.

The List can be sorted by and constrained to the column headers.

To generate a list of Shipments to action, shipping personnel can search for Pending Shipments Assigned to that Dept's Manager with a particular Ship Date. The resulting list can then be sorted by Courier Service.

Record: 18 of 37

New Edit Delete Print Actions

Shipments *Sorted by Courier Service*

Shipments need to be Assigned to a particular **Shipping Department**. These show in a drop-down list at the bottom of the record.

Record: 1 of 1										New +	Edit	Delete	Print	Actions
Shipment: 89834 Matthew Pelfrey 5/29/2019 PENDING														
Outgoing Shipment														
<div> <div> Shipped To <div> Company > <div>Matthew Pelfrey</div> </div> <div> Contact > <div></div> </div> </div> <div> <div>Shipping Terms</div> <div>FOB</div> <div>Value</div> <div>20.00</div> </div> <div> <div>Order ></div> <div>Purchase Order ></div> <div>Invoice ></div> <div>668226</div> </div> </div> <div> Shipment Info <div> <div>Courier Service</div> <div>Duggal VanSmall- Manh</div> </div> <div> <div>Courier Account #</div> <div></div> </div> <div> <div>Shipping Cost</div> <div>0.00</div> </div> <div> <div>Package Type</div> <div>L</div> <div>W</div> <div>H</div> <div>Weight</div> <div>0</div> </div> <div> <div>Courier Tracking #</div> <div></div> </div> <div> <div>Delivery Date</div> <div>05/29/19</div> </div> </div> <div> Description <div></div> </div> <div> <div>Package IDs</div> <div></div> </div>														

Packing List

Item	Order	Purchase Order	Exp Qty	Quantity	Weight	Ref #s
410-2 FULFILLMENT-10W24	> 668226		10	1	0	
410-5 FULFILLMENT-BLDG25						

The Drop-Down List is populated by all **Departments** that are a **Type= Shipping** in the Office module.

Record: 6 of 10

New Edit Delete Print Actions

Office: Duggal Visual Solutions - BNY 25 (5)

ACTIVE

Office Details

Notices Emails Docs

General Info

Tax ID

AvaTax Co Code

13-1980892

Office Info

Address Title (Company Name)

Duggal Visual Solutions

Address

63 Flushing Ave, Building 25
The Brooklyn Navy Yard

City

State / Prov

Postal Code

Brooklyn

NY

11205

Country

Postal Format

USA

American

Payment Address

Use Office Info

Payment Title (Company Name)

Duggal Visual Solutions

Address

63 Flushing Ave, Building 25
The Brooklyn Navy Yard

City

State / Prov

Postal Code

Brooklyn

NY

11205

Country

Postal Format

USA

American

Company

Company >

Duggal Visual Solutions

Contact Info

Phone

Alt Phone

Fax

Phone / Fax

Email

(###) ###-####

Web Address

Email Format (using "John Q Public")

Departments

Team Members

Inventory Bins

Reporting

Department Name	Abbr	Entity #	Dept #	Type	Heads	Sq Ft	Start Time	End Time	Traffic Mgr	Default Job	Status
VIBRACHROME	355-5	1	355	Fulfillment			9:00 AM	5:00 PM	> CW1		
MOUNTING-BLDG25	405-5	1	405	Fulfillment	5		9:00 AM	5:00 PM			
FULFILLMENT-BLDG25	410-5	1	410	Shipping	10		9:00 AM	5:00 PM	> GW1		
FRAMING-BLDG25	420-5	1	420	Fulfillment	20		9:00 AM	5:00 PM			
INDIRECT-BLDG25	700-5	1	700	Office			9:00 AM	5:00 PM			

Once the Department is selected, the Assigned To is populated by that Department's manager.

Dept: 410-5

Assigned By: Matthew Pelfrey

Assigned To: George Wright

Tracking Status

Cancel Save

Lastly, the user should enter a status to tell the Shipping Department what to do when they come across this record.

Packing List

Line Item Code	Description	Order	Quantity	Weight	Ref # (s)
1 > 10P	Prototype	> 668226	1	0	#s

Dept: 410-5

Assigned By: Matthew Pelfrey

Assigned To: George Wright

Tracking Status

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