

## Forecast - Appointment User Guide 2024

## Create a new account:

1. Go to

https://forecast.mitpan.com/fc-MIT/default.do

2. Click on the phrase below "Sign up"



- 3. Choose type of your company.
- 4. If your company is already registered in Forecast, select its name on the list.
- If your company is not created in Forecast enable the option "My company is not listed" then validate that you are not a robot and click Continue.



- Complete the form and always register the company as <u>Broker/Freight forwarder</u> to have more menu options as a user.
- 7. Once registered, you will receive a confirmation email. You are ready to log in to *FORECAST*.

## **Create an Appointment**

1. Complete information required for Log in.



2. Drop down options within **Equipment** section and choose **Appointments**.



3. Click Schedule Appointment.

Date		Task		Line		Today's Appointments
MM/DD/YYYY	MM/DD/YYYY		~		~	Tomorrow's Appointments
Start Equipment #	End ID	Bkg/EDO		BOL		Schedule Appointmen
Trucker		Status		UTN		
	~		~			
				Clear	Search	



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- 4. Write **Truck Plate** *(optional)* and choose the **Trucking Company** (mandatory).
- 5. Select task: Pickfull
- 6. Select Shipping Line and click **Next**

Shipping Line	Code
CMA CGM	CMD
COSCO	COS
CROWLEY	CAM
EVERGREEN	EVE
HAMBURG SUD	SUD
HAPAG LLOYD	HLC
KING OCEAN	KOL
MAERSK	MAE
MARFRET	MFR
MSC	MSC
ONE	ONE
SEABOARD	SEB
SEALAND	SEA
YANG MING	YML
ZIM	ZIM

7. Choose date and time to pick-full.



8. Click +Add Details, then write container number and click Save.

ICKFULL (HEC) - DETAILS	You are signed in
Enter the details about this <b>PICKFULL</b> for <b>HLC</b> task.	
Container Number *	
	Cancel Save

9. You will receive a confirmation email of your appointment successfully created.