

E2OPEN - GLO - QUICK GUIDE

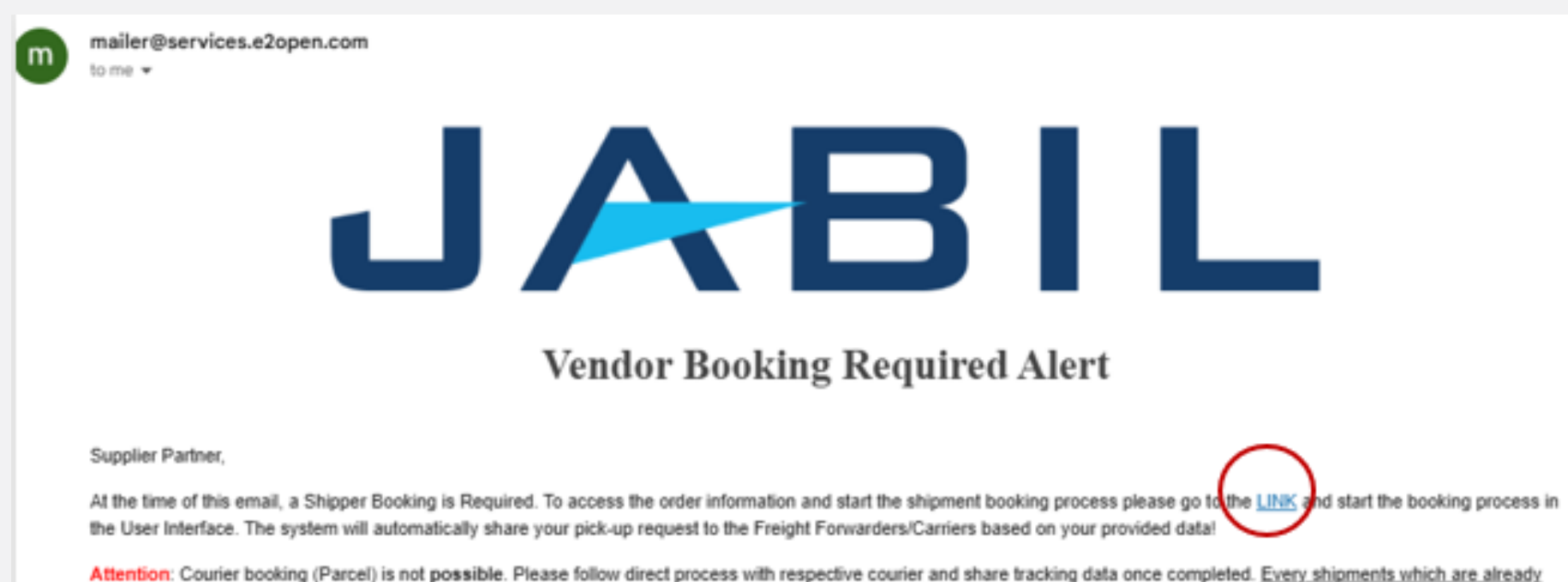
This guide covers how to book shipments and request pickups in the Global Logistics Orchestration (GLO) system.

HOW TO BOOK A SHIPMENT - PORTAL USERS

1

OPEN PO LIST

Click the link in the received email for PO details



2

SHARE DETAILS

Provide shipment details information in UI

1. Ship date
2. Pick up location - Save your all address with ID for future use
3. Place of Delivery > mapping from the PO but change is possible
4. FF/Carrier name, type ahead field, select from the list
5. Transport way select from the list
6. Service Level select from the list
7. Packing details (free text)
8. Chargeable Weight (KGS)

3

VALIDATE ROUTING

Click "Calculate" to see expected carriers and transport mode

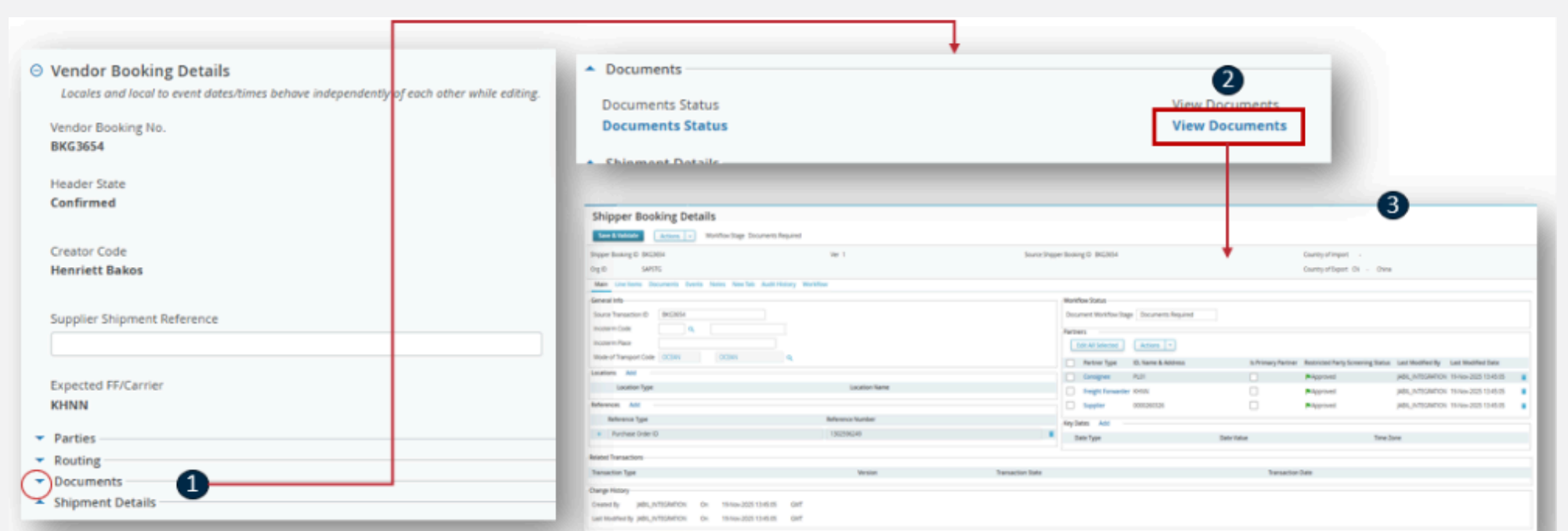
Vendor Booking Line ID	Purchase Order	Purchase	Jabil Part Number	Jabil Material Group	Commodity	Unit Of Meas	Booked Qty	No. Of Packages	Packaging Type	DG Flag	MPN Number	Expected FF/Carrier	Expected Transport Mode	Expected Service Level	Service Level
1	1302590249	1	HB1159316	P. JABIL		EA	210	2	Pallet Wooden			MANUFACTURE...	KHNN	OCEAN	Standard
1	1302590249	1	HB1159316	P. JABIL		EA	220	20	Boxes	Yes		MANUFACTURE...	KHNN	OCEAN	Standard

1. Click "Calculate" to see expected FF/Carrier and transport mode based on provided shipment data
2. Update FF/Carrier and transport mode data to meet Jabil RG
3. Save

4

SHIPPING DOCUMENTS

Upload documents and save



1. Click View Documents to open upload module
2. Upload the necessary documents (Invoice, packing lists are mandatory)
3. Save

