



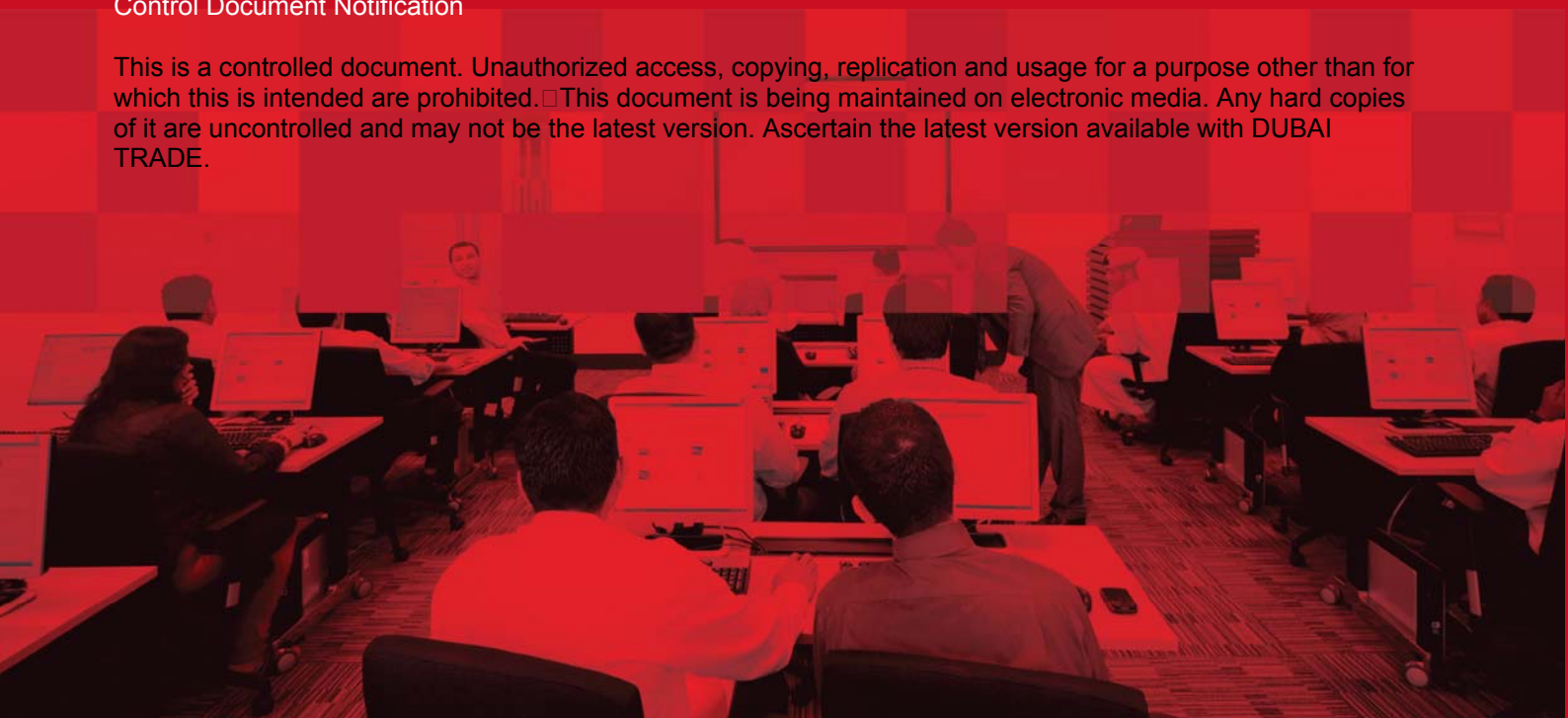
# DP World Terminal Departure Report Enquiry User's Manual

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# Terminal Departure Report Enquiry

## DOCUMENT DETAILS

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### Document Information

Document Name	Terminal Departure Report Enquiry
Project Name	Terminal Departure Report Enquiry
Business Unit	DP World
Author(s)	DT Training Dept.
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Current Version	1.0

### Revision History

Version	Date	Author	Designation	Description of change

### Approval History

Version	Date	Name	Designation	Comments

### Distribution

Version	Location

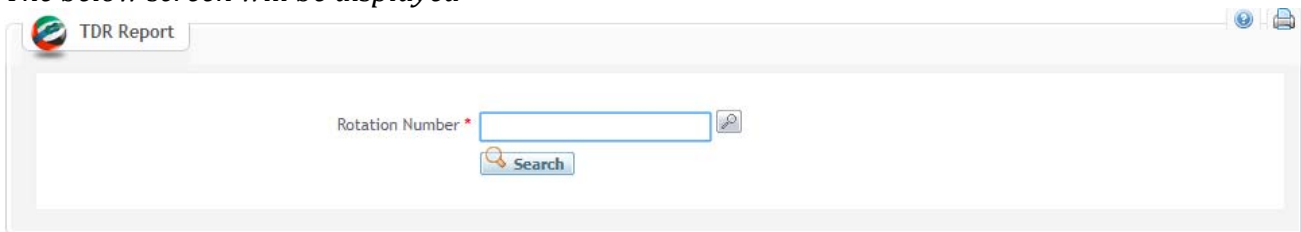
# Terminal Departure Report Enquiry

*This service enables Shipping Agents to generate their terminal departure report for a Rotation.*

## Navigation:

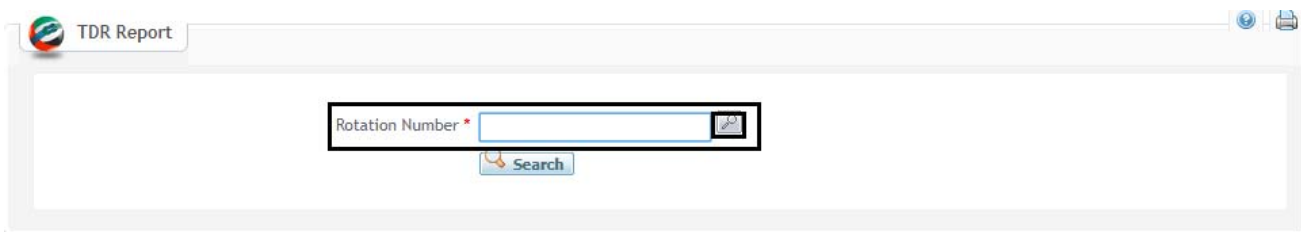
1. Login to **Dubai Trade**
2. Go to **Enquiry** from the menu on the left
3. Then go to **Terminal Departure Report Enquiry**

*The below screen will be displayed*



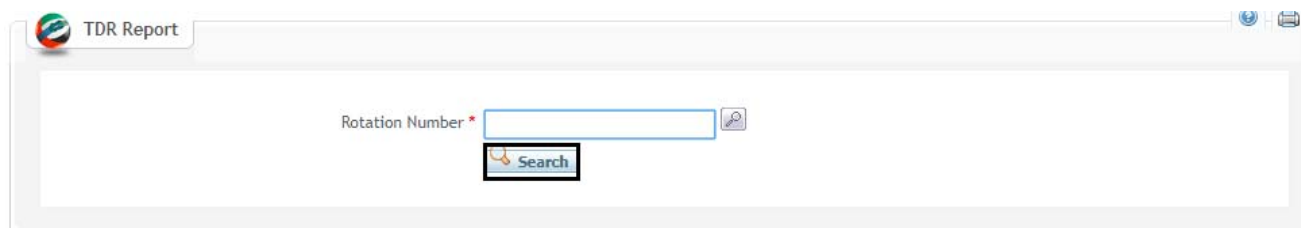
The screenshot shows a web application window titled "TDR Report". Inside the window, there is a form with a label "Rotation Number \*" followed by a text input field. Below the input field is a "Search" button with a magnifying glass icon. The window has standard OS controls (minimize, maximize, close) in the top right corner.

4. Enter or Search for the **Rotation Number**



This screenshot is identical to the previous one, but the "Rotation Number \*" label and the text input field are enclosed in a black rectangular border, indicating the field where the user should enter or search for the rotation number.

5. Click **Search**



This screenshot is identical to the previous ones, but the "Search" button is highlighted with a black rectangular border, indicating the button to be clicked.

**NOTE: Terminal Departure Report will be displayed**

# Terminal Departure Report Enquiry

