

Worksheets I

**7 simple tasks to familiarize yourself with
EasyCargo**



easycargo
Load efficiently

Name and surname of the student

Class / Year

School

Activity zero

Set your own login password and default metric units in your user account profile.

Take a screenshot of the **user Profile tab** to show **your first name, last name, language and units settings**.

Space to place screenshot

First activity

Filter the containers in the cargo spaces and save **container 20'** as your favorite.

Enter 3 items with the following dimensions and **the restriction "Do not tilt"**:

- **Item A: 120 x 80 x 103 cm** (10 pieces - total weight is 500 kg)
- **Item B: 120 x 80 x 115 cm** (8 pieces – the weight of each item is 15 kg)
- **Item C: 23 x 15 x 31 cm** (150 pieces – the weight of each item is 6 kg)

Load the items.

At the end of the load, answer the following questions:

How many kilograms does the entire cargo weigh?

What is the maximum cargo volume the container can hold?

What is the cargo volume and ¿Does it all fit?

What is the percentage of space used?

What is the percentage of weight used?

Label the cargo as **"Fist load"** and **save it**.

Second activity

Open your "First load", select from the cargo spaces the **Standart 2 axle lorrie** and add it to your favorites.

Remove the **"Do not tilt" restriction on all items** and load.

Then create screenshots where visible:

1/ View from above

Space to place screenshot

2/ Detailed view of the load (get as close as possible)

Space to place screenshot

3/ Side view with axle load display

Space to place screenshot

Then generate the **print report with basic views and the link to the cargo** so that people who are not registered in EasyCargo can view it.

Screenshot of print report

Space to place screenshot

Link to load

Set loading as default and logout.

Third activity

Open your "First Load", change your cargo space to a **Lamberet SR2 Heavy Duty** with a **Scania G440 (2 axles) tractor** and add these cargo spaces to **your favorites**.

Add an additional **15 pieces** of "item A" to the load (if you have set the total weight of all items, adjust the weight to match the increase to 15 pieces), adjust your configuration so that **it cannot tilt**, is marked in **blue** on the plan, and is called **"Refrigerator"**.

Add an additional **12 pieces of "item B"** (if you have the total weight of all items configured for the item, adjust the weight to match the increase to 12 pieces), call it **"Freezer number 1473573257"**, and configure it to appear only as **"B"** in the load plan. At the same time, set these items so that **they are not stacked or tilted**.

Regarding **item "C"**, **do not adjust the quantity**, you must give the name "Malbec Wine" and configure it so that it is **not loaded** in the cargo space (note that it is not necessary to set the quantity to 0).

Move the load towards the center of gravity.

Load.

Then answer the following questions:

What percentage of the cargo space is used?

What is the rear axle load?

Can you start charging directly from the wall of the cargo space or do you have to leave an empty space? If so, which one?

Then, save the load.

Fourth activity

Open your "First load" and add **the Malbec wine**, **adjust the quantity to 1,000 pieces** and load in such a way that **they do not mix with the coolers and freezers**. The coolers and freezers may be mixed. Take a screenshot.

Space to place screenshot

Manually move several freezers and coolers behind and in front of the wines to better secure the wine load. Take a screenshot.

Space to place screenshot

In manual mode, insert the B items one by one into the cargo space so that the space is complete.

How many can you add at most?

Take a **screenshot of the full load**.

Space to place screenshot

Generate **the report step-by-step** so that warehouse operators know how to load and take a screenshot of the first page of the report.

Space to place screenshot

Save the load.

Fifth activity

Open your "First load" and select **Semi-trailer standard 2 axles** with a **Mercedes-Benz Actros 1836/1841/1844 LS** tractor as cargo space.

Include the spaces to your favorites and **organize the load in such a way that first you load 5 refrigerators and 10 freezers**, which will be unloaded at the end, secondly **500 wines + 5 refrigerators** and finally, load the rest, that is to say, **15 refrigerators, 10 freezers and 500 wines**.

Do not shift the load towards the center of gravity.

Help : For a quicker solution, I recommend using the Items database for loading and adding individual items with restrictions to it. Therefore, to avoid having to enter the items manually, export your cargo database to Excel, import the items back into EasyCargo and then edit the individual restrictions where necessary.

Create a screenshot showing the **grouping of products into priority groups** and their active restrictions **in the cargo items list**.

Space to place screenshot

Capture the screen corresponding to **step 25 of the step-by-step loading process** to see in detail what is to be loaded in this step.

Space to place screenshot

Save the load.

Sixth activity

Download the Excel template (metric units) as a model and enter **10 item types with different dimensions** and constraints of your choice. For this task, it is recommended to set the minimum dimensions of an item to 10 cm x 10 cm x 10 cm, the maximum dimensions of an item to 1 m x 1 m x 1 m x 1 m and the maximum number of pieces per item type to 20.

- For two items, set the number of pieces to 0.
- Import the items directly into the load, even with items that have the number 0.
- Choose any load space and save the load.
- Export the result to Excel again.

Help: Watch the video: [Importing cargo items from MS Excel](#)

Note: To export the load from the program to an excel spreadsheet, first you need to generate the required print report or its public link. You can export the load to an MS Excel file directly from the report or by using the appropriate icons on the Shipments & Reports tab.

Create a screenshot **of the Excel file with all items** ready to import the load to EasyCargo.

Space to place screenshot

Take a **screenshot of the Excel file** you generated with EasyCargo.

Space to place screenshot

Capture the image of the load.

Space to place screenshot

Seventh activity

Open the last saved version of your "**First Load**" and check or edit the load as follows:

Group 1

5 pieces of refrigerator
10 pieces of freezer

Group 2

500 boxes of wine
5 pieces of refrigerator

Group 3

15 pieces of refrigerator
10 pieces of freezer
500 boxes of wine

Respect the order of priority, do not tilt refrigerators and freezers and load everything on a **Standard 2-axle lorry**.

Please load and answer the following questions:

Which items have been loaded in the spaces and what color are they marked in the cargo item list?

Which items only partially fit and what color are listed as freight items?

Which items have not been loaded at all and in what color they appear in the cargo item list?

Save the load.

At this point you will need to create your own **trailer (2 axels)** cargo space with the following parameters:

- dimensions 6000 mm x 2400 mm x 2400 mm
- maximum capacity of cargo space: 7000 kg
- track width: 2510 mm
- axle A: distance 1000 mm, empty load 1100 kg and maximum load 5000 kg
- axle B: distance 4500 mm, empty load 1100 kg and maximum load 5000 kg

Name it as "Custom Trailer" and take a screenshot.

Space to place screenshot

Load the rest of the cargo inside.

Help: Watch the video: [Planning load into more cargo spaces](#)

Note: After loading the first part of the load, generate a print report for it and check the option Remove loaded items from the input list.

Load view.

Space to place screenshot

Create a **print report of both loads with basic views** and take screenshots.

Space to place screenshot

Space to place screenshot
