WTS web tracking system
by Quadient

Add Other Carriers/Services

Carriers and Services

WTS/WTS-P will already have FedEx, UPS, USPS, and DHL carriers and services configured as a standard feature. This section allows other or custom carriers and carrier services be added to WTS/WTS-P.

1. Go to Admin

Help   Support   Admin   ⋮⋮⋮   M

2. Select "Carriers and Service" under Advanced

Advanced

- Banner, Logo & Watermark
- Receipt Status Management
- Import Settings / History
- Clear Reference Data Cache
- Job Function Management
- Classification Color
- Modify Document Template
- Devices
- Carriers and Services
- Recipient Badge Format
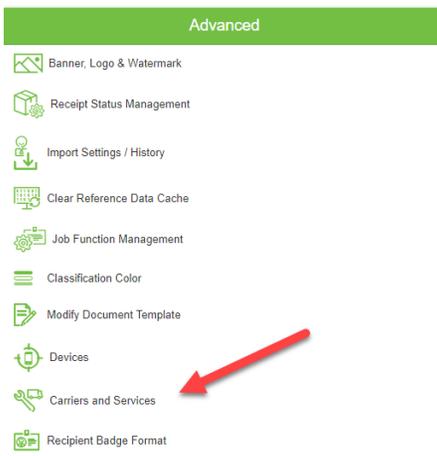
3. To add a carrier select "Add Carrier"

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Help Support Admin ⋮⋮⋮ M

Dashboard | Receive | Multi-Receive | Verify | Deliver | Action | Alerts | Recipients

Carriers & Services   Add Carrier | Add Service

Research / Report

Carrier is AMAZON

Find Package

Current Undelivered

Carriers Services

	Code	Display Name	
✎	ADK	ADK Transport	🗑
✎	AHLSELL	Ahlsell	🗑

4. Enter a code (unique) and Display Name. Select "OK" to save

New Carrier

The Carrier Code must be provided and must be Unique. If you are linked to a shipping system, you may need to provide the code the shipping system understands. Should the carrier's name be different from its code, you can enter a display name. e.g. FEDEX, FedEx

Code   Display Name

☐ Use carrier for shipping

OK   Cancel

5. Make sure the carrier was added. If need to delete a carrier select the trash can, or the pencil to edit.

✏	LPRECOMMSUIVI	La poste - Prêt à recommander Suivi	🗑
✏	LPRECOMM	La Poste - Recommandé	🗑
✏	LPVALEUR	La Poste - Valeur déclarée	🗑
✏	LSA	Logistiekcentrum Stad Alkmaar	🗑
✏	Lone Star	Lone Star Overnight	🗑
✏	LYRECO	Lyreco	🗑
✏	MANGESPOST	Manges post	🗑
✏	MAYDH	May DH	🗑

6. To add a custom service for the carrier, select "Add Service"

🗓 **Packages**

☁ Dashboard   📥 Receive   📦 Multi-Receive   ✏ Verify   📇 Retrieve   📦 Deliver   ↔ Action   🔔 Alerts   👥 Recipients

Carriers & Services   Add Carrier   **Add Service**

Carriers Services

	Code	Display Name	
✏	ADK	ADK Transport	🗑
✏	AHLSELL	Ahlsell	🗑
✏	AMAZON	AMAZON	🗑
✏	AMSSERV	AMS Services	🗑
✏	APCDIRECT	APC Direct	🗑
✏	APCOVERNITE	APC Overnight	🗑
✏	ARAMEX	Aramex	🗑
✏	BEENTJES	Beentjes Transport	🗑

7. A New Carrier Service box will pop up. Select Carrier, enter code, and the description of the Service.

New Carrier Service

The Carrier Service Code must be provided and must be Unique. If your account is linked to a shipping module, you will need to provide codes the shipping system understands. Otherwise, you should make a unique code.. e.g. FEDEX_GROUND

Carrier
Lone Star Overnight ⌄

Code   Description
1024   Express

Set a field when service is chosen ⌄   To this value

OK   Cancel

8. If you want a custom field to be auto populated when this service is selected, choose the drop down field you want to auto populate and enter the value in the box next to the drop down.

New Carrier Service

The Carrier Service Code must be provided and must be Unique. If your account is linked to a shipping module, you will need to provide codes the shipping system understands. Otherwise, you should make a unique code.. e.g. FEDEX_GROUND

Carrier
Lone Star Overnight ⌄

Code   Description
1024   Express

Set a field when service is chosen
User Field 1 ⌄   To this value

OK   Cancel