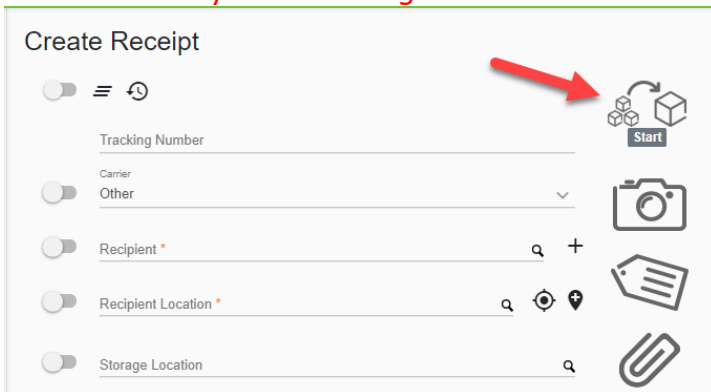# LICENSE PLATE/ MASTER BARCODE

License plating is located on the Receive screen. It allows multiple packages to be manifested into one master barcode or license plate. The manifest master barcode will **only** work on the handhelds.
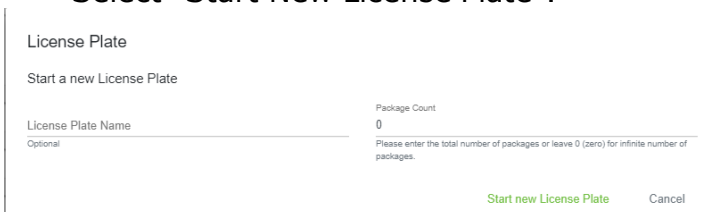
To create license plate you have to have **ALL** packages for that license plate at hand ready to be received. **No** packages can be added to a license plate.
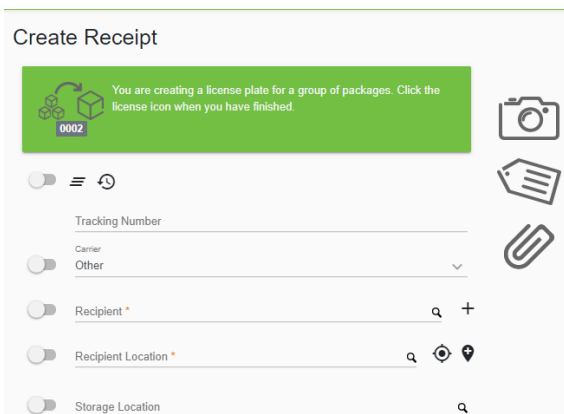
1. Select "Start" on the license plate icon.
   *If the icon is not visible contact support to have it enabled, or enable under: Admin>System Settings>Check "Create License Plates"> Submit

2. Enter the number of boxes being manifested together for the license plate to close automatically. Or leave the number "0" to manually close the license plate once completed. Select "Start New License Plate".
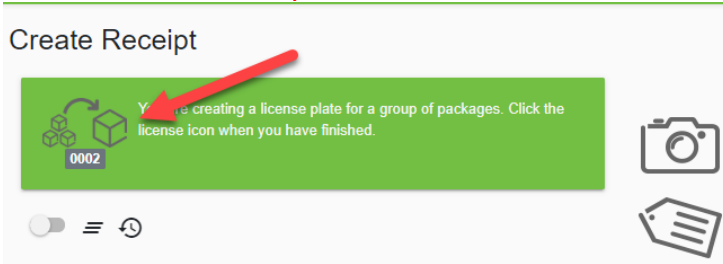

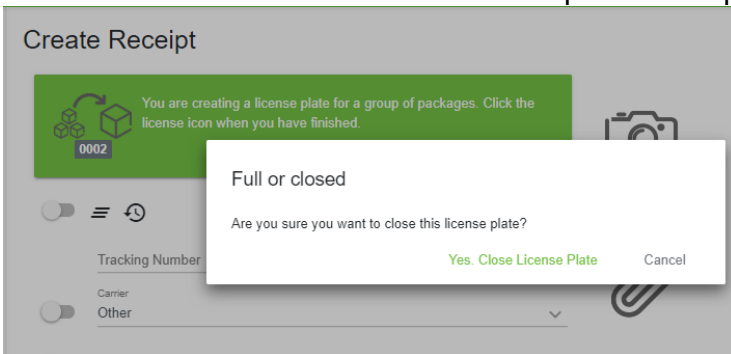3. Receive packages as normal. The license plate will start counting as you receive each package.

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4. Once done manifesting close the license plate by selecting the License Plate icon.
    *If the license plate was set to auto close this step will not be necessary.

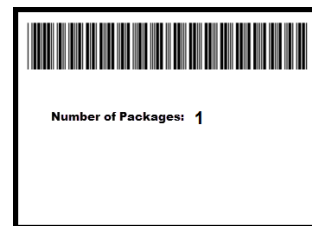5. Confirmation to close the license plate will appear. Select "Yes, Close License Plate".

6. At this point no more packages can be added to the manifest. A printable manifest can be printed and/or a barcode will print with the manifest barcode and number of packages on the manifest.

Manifest Ex.

Manifest Label Ex.

Note: If you need to reprint or look at the license plate, it can be found under the Route Icon under Research/Report of the WTS Screen for the day the license plate was created. No Route will show if the manifest is a License Plate.

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