

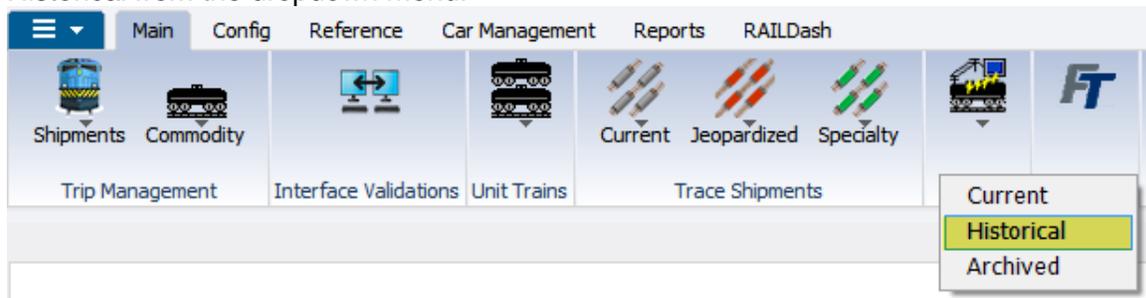


**Adding a Historical CLM  
RAILTRAC®  
Revision Number 1  
3/14/2017**

There are two ways to add Historical CLMs in RAILTRAC. Users can add CLMs from the Main tab's CLMs menu or anywhere a trip resides in RAILTRAC.

In this example, we'll add a CLM from the Main tab's CLMs menu.

Once logged in to RAILTRAC, click on the Main tab and select CLMs. Then, select Historical from the dropdown menu.



A Get Data For Edit CLM History box will open. Type in the Car Number and date range, if necessary, and click OK.

Get Data For Edit CLM History

SYSTEM DEFAULT    Set as Default    Save Setup    Delete Setup

Column	Where	Value
Car Initial	=	ECUX
Car Number	=	555176
CLM Begin Date	>=	00/00/00
CLM End Date	<=	00/00/00

Add    Delete

OK    All    New    Cancel

The Historical CLMs screen will be displayed, containing the historical CLM records for the requested car. Select New on the Tool Bar to add one or more historical CLMs.

Historical CLMs x

Row 1 of 5

Sort By Column Asc: Car Initial, Car Number, CLM Begin Date

Find Column Where Value And/Or: [ ] = [ ] And [ ]

Car ID	CLM Date	SC	Loc City	St	Le	Trn Jct	Road	Dest City		
ECUX	555176	10/24/06 00:00	J	BATROUGE	LA	L	CN	UP	BATROUGE	LA
ECUX	555176	10/23/06 00:00	P	LAFAYETTE	LA	L		UP	BATROUGE	LA
ECUX	555176	10/22/06 00:00	P	LAKECHARL	LA	L		UP	BATROUGE	LA
ECUX	555176	10/21/06 00:00	P	BAYTOWN	TX	L		UP	BATROUGE	LA
ECUX	555176	10/12/06 00:00	Q	BAYTOWN	TX	L		UP	BATROUGE	LA

An Add CLM to Car window will open. The user should enter the CLM Date/Time, Sight Code, Location City, Location State, Destination City, Destination State, Loaded or Empty status, and Train Jct, if applicable.

Add CLM to Car

Car Init	Car No
ECUX	555176

Add CLMs

CLM Date/Time: 00/00/00 00:00

Sight Code: [ ]

Location City: [ ]

Location State: [ ]

Trn Jct: [ ]

Road: [ ]

Destination City: [ ]

Destination State: [ ]

CLM Proc Date: 00/00/00

CLM Event: [ ]

Loaded  Empty

OK Cancel

After all necessary fields are populated, click OK.

Add CLM to Car

Car Init	Car No
ECUX	555176

Add CLMs

CLM Date/Time: 10/23/06 08:00

Sight Code: A

Location City: BATROUGE

Location State: LA

Trn Jct: [ ]

Road: UP

Destination City: BATROUGE

Destination State: LA

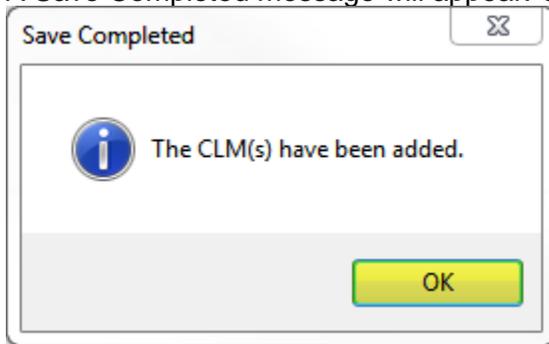
CLM Proc Date: 00/00/00

CLM Event: [ ]

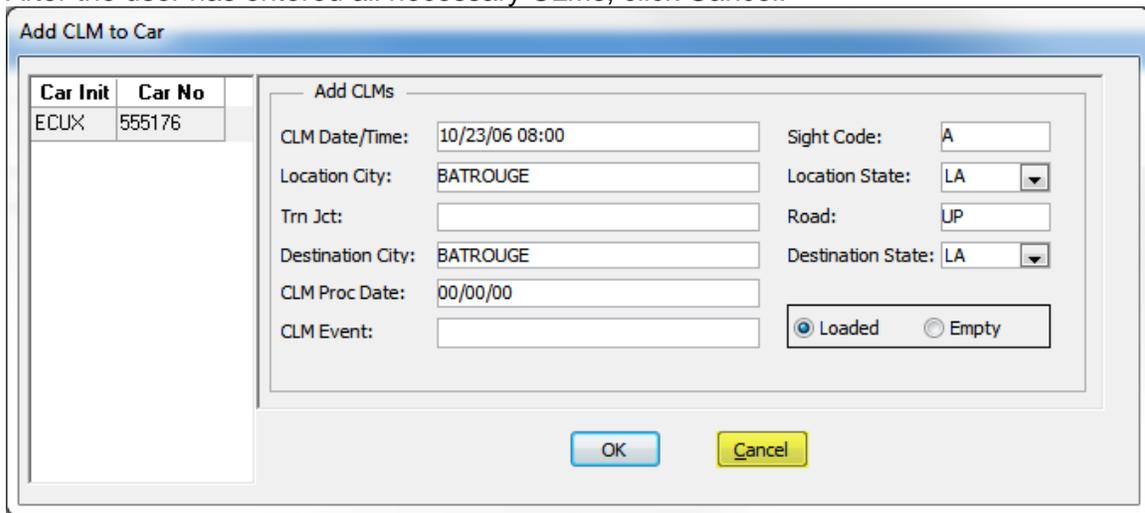
Loaded  Empty

OK Cancel

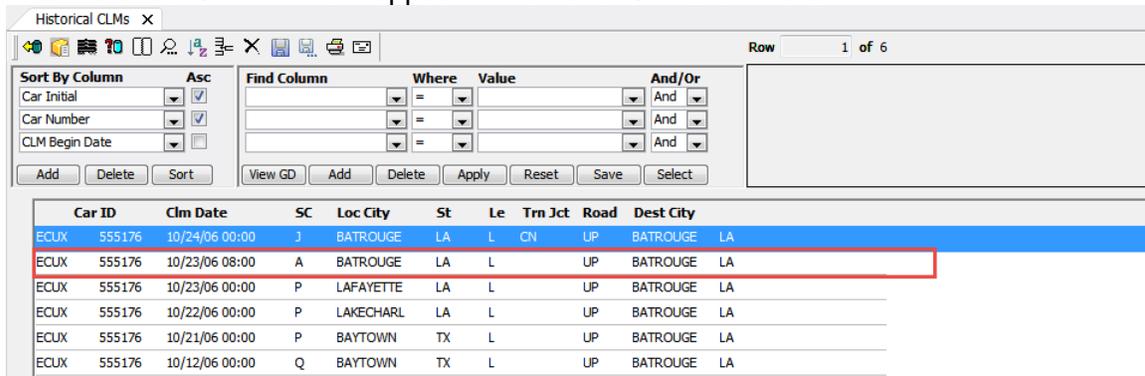
A Save Completed message will appear. Click OK.



After the user has entered all necessary CLMs, click Cancel.

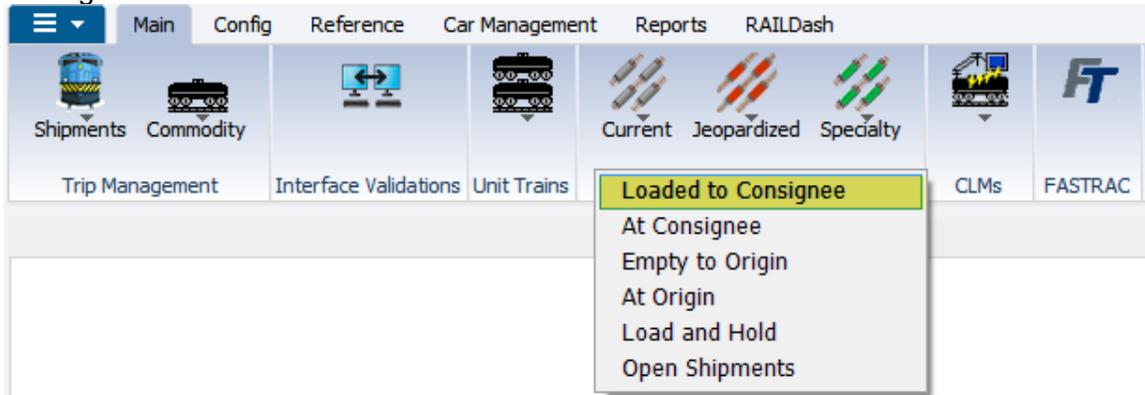


The Historical CLM will now appear in the list of CLMs for the car.



Users can also add a historical CLM from wherever a trip resides in RAILTRAC. Let's take a look at the same car in Loaded To Consignee.

Once logged in to RAILTRAC, click on the Main tab and select Current. Then, Loaded to Consignee.



A Get Data For Loaded to Consignee window will open. Type in the Car No. and click OK.

The screenshot shows the 'Get Data For Loaded to Consignee' window. At the top, there is a dropdown menu set to 'SYSTEM DEFAULT' and three buttons: 'Set as Default', 'Save Setup', and 'Delete Setup'. Below this is a table with three columns: 'Column', 'Where', and 'Value'. The table contains the following rows:

Column	Where	Value
Car Init	=	
Car No.	=	555176
Location City	=	
Location State	=	
Destination City	=	
Destination State	=	
Road	=	
Consignee Name	=	

At the bottom of the table, there are 'Add' and 'Delete' buttons. Below the table, there are four buttons: 'OK', 'All', 'New', and 'Cancel'.

The Loaded to Consignee screen will open. This screen consists of two sections, the List Detail and Shipment Detail. When the Loaded to Consignee screen opens, the List Detail portion of the screen will be activated, as shown by the blue box below. The selected trip will appear in the Shipment Detail portion of the screen.

Loaded to Consignee

Row 1 of 1

Car ID	Ship Date	CLM Date	SC Location	Destination	Road	Tm Jct	CommCode	ETA	Days to Cons.	LE No.	Consignee	Consignee Name	FIT	Grp	Cmnt
ECLX 555176	10/12/06 00:00	10/24/06 00:00	J BATROUGE	LA BATROUGE	LA	LP	0005012131	10/19/06 01:35	-3799	L 5838D5644800	BDS TEST CHEMICAL CO. - US	BASC6	BTB1		

3/14/2017 14:04:59

Trace Loaded to Consignee

Exp Cmnts: Ship Cmnts:

List Detail

Detail Customer Product Route Code Car Assignment CLM History Car Profile

ECUX 555176 | 10/12/06

Detail Only

ReApply CLMs

Detention Detail

View Diversion

Create Diversion

Shop Form

Hot Lists

Comments

Comm. Shipped

Trouble Log

Calc Route Detail

Shipment Information

Car ID: ECLX 555176

Ship Date: 10/12/06 00:00

Consignee No.: 5838D5644800

Consignee Nm: BDS TEST CHEMICAL CO. - US

Care Of Name: LP-BATON-CI

Route Code: BT-644800-13312

Route Desc: LP-BATON-CI

Shipment Type: 01 - Plant to Customer

Order Number: 49103451350010 BCL No.: 1000862127

Shipper No.: US18-40102 BT Cust PO: STD

Trip Status: Open

Fleet: BASC6

Shop Move: No

Free Runner: No

Supplier Code: 1

CSR No.:

Unit Train ID:

RR Div Date:

Origin: BAYTOWN TX

Destination: BATROUGE LA

Release: BATROUGE LA

Return: BAYTOWN TX

Requested Delivery: 00/00/00 00:00

Consign Notification: 10/19/06 08:17

Consign Delivery: 10/21/06 02:30

Consign Release: 10/22/06 05:00

Trip Close: 10/27/06 05:00

Previous Trip Close: 10/04/06 00:00

Current Location: BATROUGE LA

Site Code: J - Junction Delivery

CLM Date/Time: 10/24/06 00:00

ETA Consignee: 10/19/06 01:35

ETA Origin: 10/26/06 22:17

Bill Detention: YES

Load

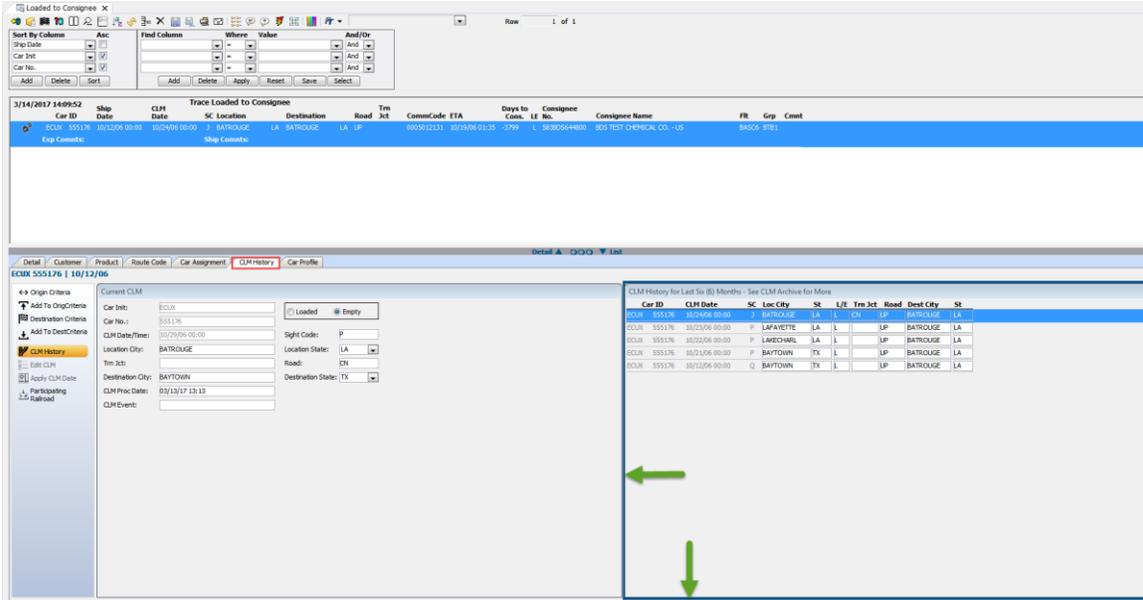
Road: LP

Import Source:

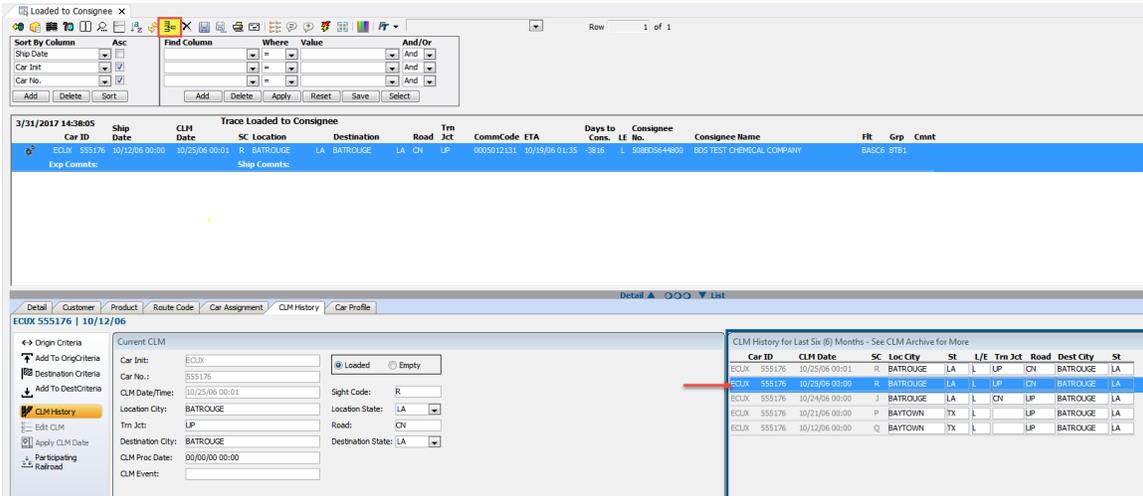
RR Update Date:

Shipment Detail

On the Shipment Detail portion of the screen, select the CLM History tab and click CLM History on the options panel. The option CLM History is made up of two screens, Current CLM and CLM History for Last Six (6) Months. When this option is chosen, the CLM History for Last Six (6) Months portion of the screen will be activated, as shown by the blue box below.



Highlight an existing historical CLM and select New Record from the Tool Bar to insert a new Historical CLM.



Selecting Copy From History will copy the Loaded or Empty Status, Road, Destination City, and Destination State from the last historical CLM. The user should enter the CLM Date/Time, Sight Code, Location City Location State, and Train Jct, if applicable. All of these fields can also be populated manually.

RT New Historical CLM

Car Init:	ECUX	<input checked="" type="radio"/> Loaded <input type="radio"/> Empty
Car No.:	555176	
CLM Date/Time:	00/00/00 00:00	Sight Code:
Location City:		Location State:
Trn Jct:		Road: UP
Destination City:	BATROUGE	Destination State: LA
CLM Proc Date:	03/14/17 14:12	
CLM Event:		

**Copy From History** Ok Cancel

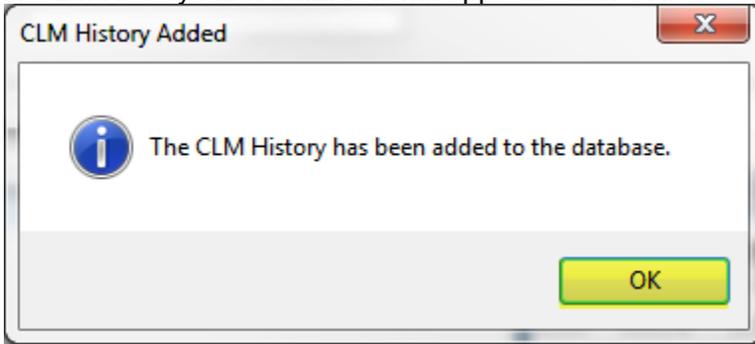
After all necessary fields are populated, click OK.

RT New Historical CLM

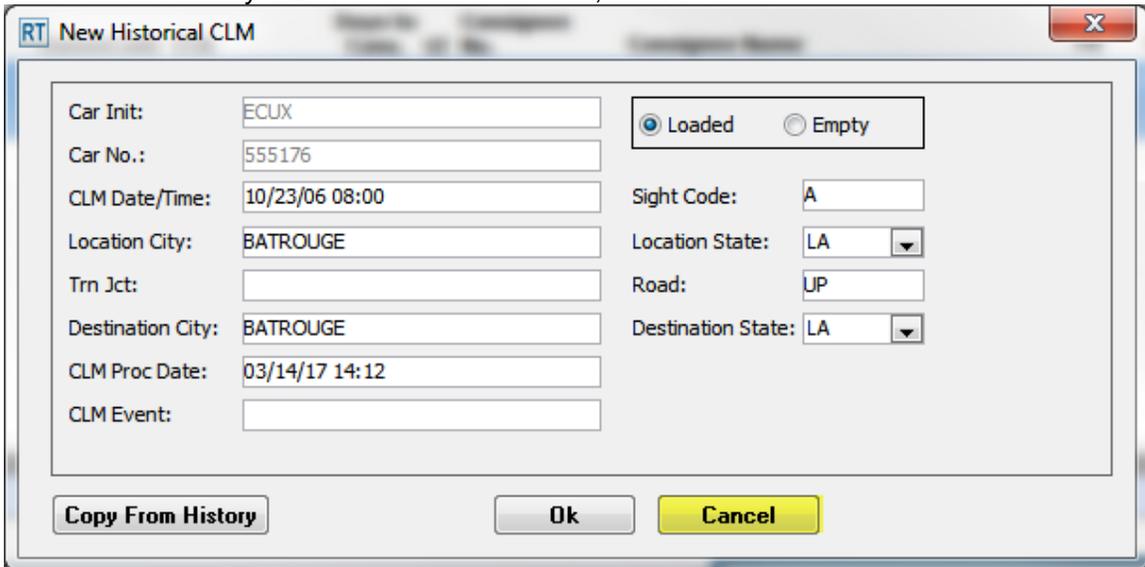
Car Init:	ECUX	<input checked="" type="radio"/> Loaded <input type="radio"/> Empty
Car No.:	555176	
CLM Date/Time:	10/23/06 08:00	Sight Code: A
Location City:	BATROUGE	Location State: LA
Trn Jct:		Road: UP
Destination City:	BATROUGE	Destination State: LA
CLM Proc Date:	03/14/17 14:12	
CLM Event:		

Copy From History **Ok** Cancel

A CLM History Added window will appear. Click OK.



When all necessary CLMs have been entered, click Cancel.



The Historical CLM will now appear in the list of CLMs for the car.

