

Forecast - Appointment User Guide

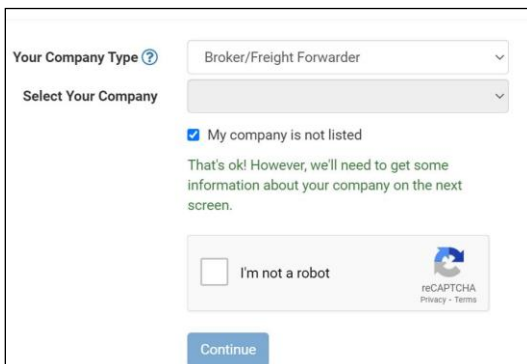
Create a new account:

1. Go to <https://forecast.mitpan.com/fc-MIT/default.do>

2. Click on the phrase below **“Sign up”**



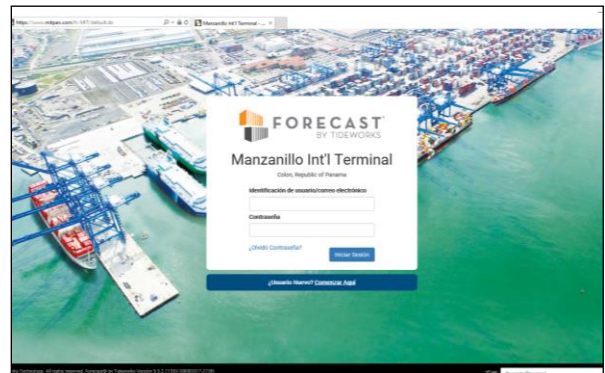
3. Choose type of your company.
4. If your company is already registered in Forecast, select its name on the list.
5. If your company is not created in Forecast enable the option **“My company is not listed”** then validate that you are not a robot and click **Continue**.



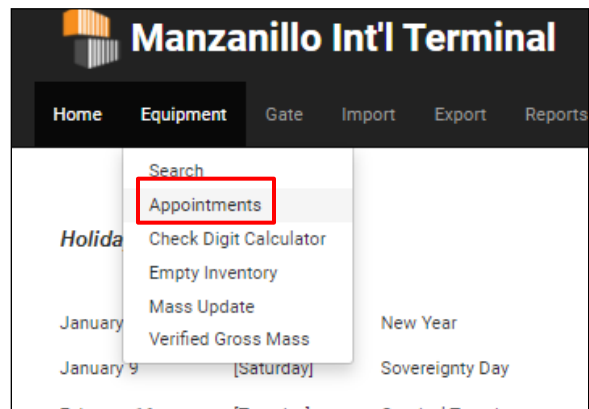
6. Complete the form and always register the company as **Broker/Freight forwarder** to have more menu options as a user.
7. Once registered, you will receive a confirmation email. You are ready to log in to FORECAST.

Create an Appointment

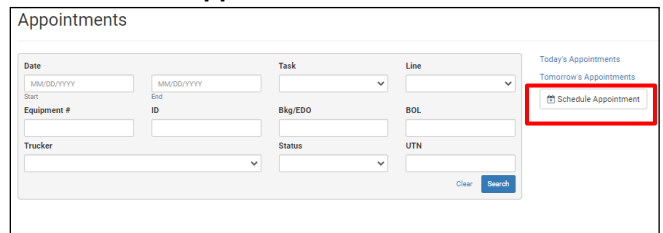
1. Complete information required for **Log in**.



2. Drop down options within **Equipment** section and choose **Appointments**.



3. Click **Schedule Appointment**.



Forecast - Appointment User Guide

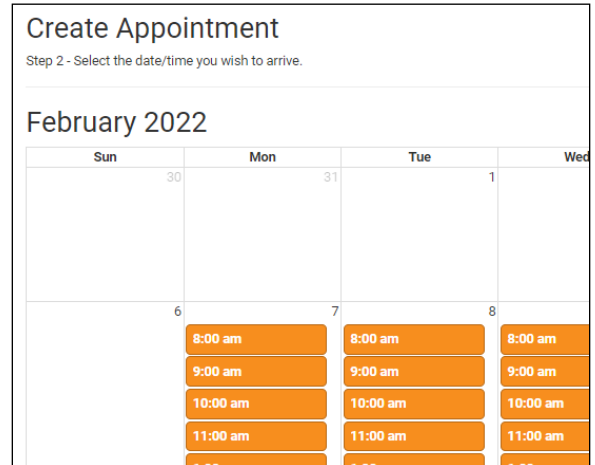
4. Write **Truck Plate** (*optional*) and choose the **Trucking Company** (mandatory).

5. Select task: **Pickfull**

6. Select Shipping Line and click **Next**

Shipping Line	Code
CMA CGM	CMD
COSCO	COS
CROWLEY	CAM
EVERGREEN	EVE
HAMBURG SUD	SUD
HAPAG LLOYD	HLC
KING OCEAN	KOL
MAERSK	MAE
MARFRET	MFR
MSC	MSC
ONE	ONE
SEABOARD	SEB
SEALAND	SEA
YANG MING	YML
ZIM	ZIM

7. Choose date and time to pick-full.



Create Appointment
Step 2 - Select the date/time you wish to arrive.

February 2022

Sun	Mon	Tue	Wed
30	31	1	
6	7	8	
	8:00 am	8:00 am	8:00 am
	9:00 am	9:00 am	9:00 am
	10:00 am	10:00 am	10:00 am
	11:00 am	11:00 am	11:00 am

8. Click **+Add Details**, then write container number and click **Save**.



PICKFULL (HLC) - DETAILS You are signed in

Enter the details about this PICKFULL for HLC task.

Container Number *

Cancel **Save**

9. You will receive a confirmation email of your appointment successfully created.