



# VOYAGER HELP SHEET

## SERVICE PROVIDER

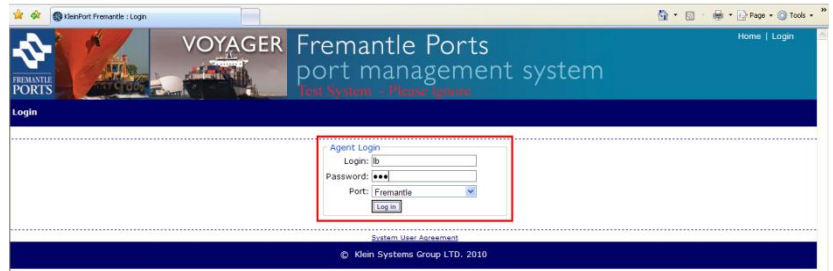
How to  
confirm Services Request  
for Lines Boat Resources

WEB

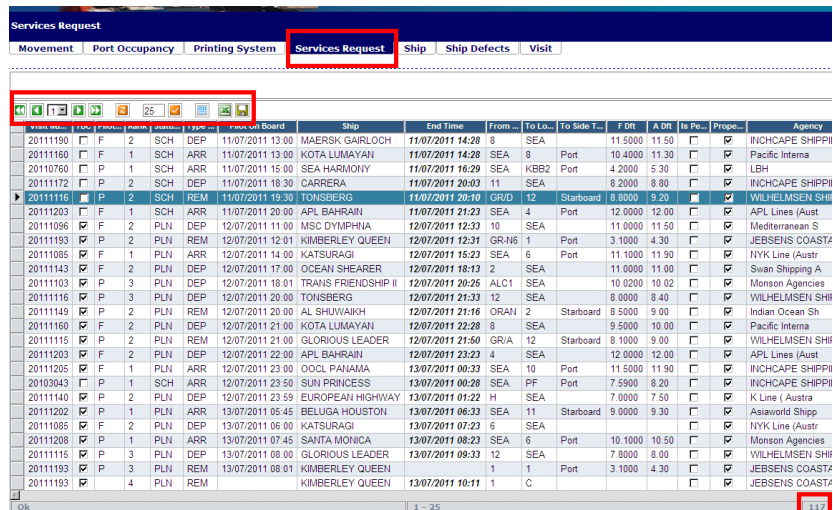
### Steps

### Screen Shots

1. Log into Voyager on the Fremantle Ports Website (Voyager)  
To Access the Fremantle Ports Website:  
<http://www.Fremantleports.com.au>  
Select the Voyager Link



2. When you log in you will automatically be taken to the **Services Request** tab.



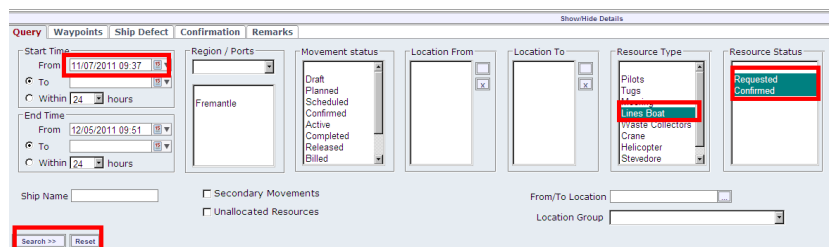
On the Services Request tab you will see **all** services required.

The total number of requests will be shown in the grey bar at the bottom right of the request list. To navigate through the pages use the double green arrows or the drop down page list at the top left of the request list.

You can customise the information you see by using the query section (see step 3)

Note: If you cannot see the Service Request Query you will have to click the Show Hide Details button that is just below the requests table.

3. The **Query** section will allow you to search for information by selecting the details you would like to display and clicking Search



To clear your search click the Reset button and Search again.

Pictured: Query for scheduled movements that have requested/confirmed a lines boat.

## Steps

4. Select the movement you want to confirm a resource for and click on the Confirmation Tab.

Select line applicable for which you are confirming the resource request - in this example the Lines Boat needs to confirm. Click on the confirm button.

When the **Confirm** button is clicked a Confirm Resource pop up window will appear. To confirm just click save. If you would like to add any remarks they can be typed into the remarks field before clicking save. An email will now be sent to the ship Agent confirming the resource.

## Screen Shots

20111205	<input checked="" type="checkbox"/>	F	1	PLN	ARR	12/07/2011 23:00	OOCL PANAMA	13/07/2011 00:33	SEA	10	Port	11 5000	11 90	<input type="checkbox"/>	<input checked="" type="checkbox"/>	INC
20103043	<input checked="" type="checkbox"/>	P	1	SCH	ARR	12/07/2011 23:50	SUN PRINCESS	13/07/2011 00:28	SEA	PF	Port	7 5900	8 20	<input type="checkbox"/>	<input checked="" type="checkbox"/>	INC
20111202	<input checked="" type="checkbox"/>	P	1	PLN	ARR	13/07/2011 05:45	BELUGA HOUSTON	13/07/2011 06:33	SEA	11	Starboard	9 0000	9 30	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Asia

Visit #	Resource T...	Source	Location Name	Ship Name	Request S...	Res C...	Agency	Overd...	Movem...	Resou...	Remar...
20103043	Pilot Boat	Movement		SUN PRINCESS	Requested	1	Fremantle Ports	<input type="checkbox"/>	<input type="checkbox"/>		
20103043	Pilots	Movement		SUN PRINCESS	Confirmed	1	Fremantle Pilots	<input type="checkbox"/>	<input type="checkbox"/>	Pilot	
20103043	Lines Boat	Movement/To Stop	F Passenger Terminal	SUN PRINCESS	Requested	2	Harbour Services Austr...	<input type="checkbox"/>	<input type="checkbox"/>		
20103043	Mooring	Movement/To Stop	F Passenger Terminal	SUN PRINCESS	Requested	1	Fremantle Ports	<input type="checkbox"/>	<input type="checkbox"/>		
20103043	Tugs	Movement/To Stop	F Passenger Terminal	SUN PRINCESS	Requested	1	Switzer WIA	<input type="checkbox"/>	<input type="checkbox"/>	A	

5. You also have access to view other details regarding the movements within the port by selecting the different tabs

These include: Movement, Port Occupancy, Printing System (print daily/weekly/monthly reports), Visit (all visits entered into Voyager). To view the information on each tab click the tab title.

Visit No.	TBC	Pilot	Rank	Status	Type	Pilot On Board	Ship	End Time	From	To Lo...	To Side T...	F Drt	A Drt	Is Pe...	Prope...	Agency
20111160	<input checked="" type="checkbox"/>	P	1	SCH	ARR	11/07/2011 18:30	KOTALUAGAYAN	11/07/2011 14:20	SEA	3	Port	10 4000	11 30	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Pacific Intema
20110760	<input type="checkbox"/>	P	1	SCH	ARR	11/07/2011 15:00	SEA HARMONY	11/07/2011 16:29	SEA	KBBZ	Port	4 2000	5 30	<input type="checkbox"/>	<input checked="" type="checkbox"/>	LEH
20111116	<input type="checkbox"/>	P	2	SCH	REM	11/07/2011 19:30	TONSBERG	11/07/2011 20:10	GRD	12	Starboard	8 8000	9 20	<input type="checkbox"/>	<input checked="" type="checkbox"/>	WILHELMSEN SHIPS SER
20111203	<input type="checkbox"/>	F	1	SCH	ARR	11/07/2011 20:00	APL BAHRAIN	11/07/2011 21:23	SEA	4	Port	12 0000	12 00	<input type="checkbox"/>	<input checked="" type="checkbox"/>	APL Lines (Aust)
20111096	<input checked="" type="checkbox"/>	F	2	PLN	DEP	12/07/2011 11:00	MSC DYMPHNA	12/07/2011 12:33	10	SEA		11 0000	11 50	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Mediterranean S
20111193	<input checked="" type="checkbox"/>	P	2	PLN	REM	12/07/2011 12:01	KIMBERLEY QUEEN	12/07/2011 12:31	GR-N6	1	Port	3 1000	4 30	<input type="checkbox"/>	<input checked="" type="checkbox"/>	JEBSENS COASTAL SHIP
20111085	<input checked="" type="checkbox"/>	F	1	PLN	ARR	12/07/2011 14:00	KATSURAGI	12/07/2011 15:23	SEA	6	Port	11 1000	11 90	<input type="checkbox"/>	<input checked="" type="checkbox"/>	NYK Line (Aust)