

Lloyd's List DCN

Daily Commercial News

Operating Instructions for The List

If you require any support during your use of The List, please contact our support team on +61 2 9080 4426 or subscriptions@informa.com.au.

Contents:

Page 2

Sailings: a) search by trade b) port to port

Australian Import and Export schedules

Page 3

Vessels Due

Vessel arrival and agent information in Australian ports

Page 4

First Port of Call

First Australian port call information for imports

Page 5

Vessels in Port

Port and vessel information for vessels currently in Australian ports

Page 6

Voyage Itineraries

All ports of call for a particular vessel

Page 7

Sailings Schedules

Advertisers' weekly sailing schedule

Sailings: a) search by trade b) port to port

Australian Import and Export schedules

a) search by trade

- Click on **The List** menu option and then choose the **Sailings** menu option
- Select **Search by Trade**
- Now select either **Exports** or **Imports**
- Choose your desired **trade route**, for example Europe, by clicking on the drop down menu
- Then press **View Report** just below the dropdown menu
- This will open up another window with our search results and you will see the name of your search at the top of the screen
- You can export the search results to a PDF and CSV / spreadsheet format; however let's select only the ports that you are interested in. For example, Sydney and Melbourne
- Simply click on **De-select Ports** and you will notice that all the tick boxes disappear from all the available ports in the search results. Now click on Sydney and Melbourne and click the **Filter Results** button
- You will see that you have only the Sydney and Melbourne port information displayed
- If you change your mind and want to view all ports again, simply press the **UnFilter Results** button
- You can also sort the search results by column. Simply click on the top of the column you wish to sort and it will order that column for you. Click again and it will reverse the order of the data
- Let's go back to our original search again and export the results, so again, click on **De-Select** all ports and choose Melbourne and Sydney by clicking in the white tick boxes, now click on **Filter Results**
- You can view the results in PDF format by simply clicking on the **View PDF Report** button; to print simply click on the print button or choose file – print – then ok
- If you have an A3 printer then the View A3 PDF Report will be helpful for you, again click the **View A3 PDF Report** button and print, making sure that you have chosen your printer set-up correctly
- To manipulate the data further, we recommend viewing in a CSV or spreadsheet report; simply click on the View CSV Spreadsheet Report button; click on open and manipulate the data as you wish. You can also print from excel

b) port to port

- Click on **The List** menu option and then choose the **Sailings** menu option
- Select **Port to Port**
- Now select either **Exports** or **Imports**
- Then select the two ports
- Then choose how you wish to sort the results either **Departure Time** or **Arrival Time** by clicking in the **relevant radio button**, now press **View Report**
- This will open up another window with our search results
- You will see the name of our search at the top of the screen
- We can lose any columns of data that we are not interested in by simply clicking on the tick box, such as Listing and then clicking on Filter Results
- To undo this operation you can click the UnFilter Results button
- You can also sort the search results by column. Simply click on the top of the column you wish to sort and it will order that column for you. Click again and it will reverse the order of the data
- To export the search results to PDF, simply click on **View PDF Report**, then open. You can print by clicking on the print icon or select file/print/then ok
- If you have an A3 printer then the View A3 PDF Report will be helpful for you, again click the **View A3 PDF Report** button and print, making sure that you have chosen your printer set-up correctly
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Vessels Due

Vessel arrival and agent information in Australian ports

- Click on **The List** menu option and then choose the **Vessels Due** link
- Select where your desired port is by clicking on the **relevant state**. You will notice that the ports in the drop down box now change to ports in your selected state. Select a port from the dropdown box. Now select whether you wish to view the results **Alphabetically by Vessel Name** or by **Date Order by clicking in the relevant radio button**. Now click on **View Report**.
- This will open up another window with our search results and you will see the name of our search at the top of the screen
- You can lose any columns of data that are not relevant to you by simply clicking on the tick box (for example Next Port) and then clicking on **Filter Results**. To undo this operation you can click the **UnFilter Results** button
- You can also sort the search results by column. Simply click on the top of the column you wish to sort and it will order that column for you. Click again and it will reverse the order of the data.
- To export these results to PDF, simply click on **View PDF Report**, then open. You can print by clicking on the print icon or select file/print/then ok.
- To manipulate the data further, we recommend viewing in a CSV or spreadsheet report; simply click on the View CSV Spreadsheet Report; click on open and manipulate the data as you wish. You can also print from excel

First Port of Call

First Australian port call information for imports

- Click on **The List** menu option and then choose the **First Port of Call** link
- This report contains information on the first Australian port of call for imports. There are three ways to search. One, **by port**; two, **by vessel** or **voyage number** and three by **arrival date**
- **To Search by Port**, make sure that this option is highlighted by clicking on the **Search by Port** link. Then select the relevant port in your drop down and then choose whether you would like to view the results in either alphabetical or date order by clicking on the relevant radio button below the drop down menu. Now press **View Report**. Another window will open and you will see your results displayed. We will come on to this screen after we have viewed the other search criteria
- To select by either vessel name or voyage number, simply click on the **Search by Vessel/Voyage** button. Now enter either the **vessel name** or the **voyage number** into the relevant field. Again, you can view the results in either **alphabetical** or **date order** by using the radio buttons. Now press **View Report**. Another window will open and you will see your results displayed
- The last search criteria for **First Port of Call** is **by date**. Click on the **Search by Date** button and then use the drop down menu to select the date. You can also click on the Calendar icon to the right of the day and select the date this way. Now click on **View Report** and another window will again open with your search results
- You will see the name of our search at the top of the screen
- We can lose any columns of data that we are not interested in by simply clicking on the tick box, such as next port and then clicking on filter results.
- To undo this operation you can click the **UnFilter Results** button
- We can also sort the search results by column. Simply click on the top of the column you wish to sort and it will order that column for you. Click again and it will reverse the order of the data
- Let's say we want to export all of these search results to PDF. Simply click on **View PDF Report**, then open. You can print by clicking on the print icon or select file/print/then ok
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Vessels in Port

Port and vessel information for vessels currently in Australian ports

- Click on **The List** menu option and then choose the **Search by Port** link
- You can choose to **Search by Port** or **Search by Vessel** by clicking on the top menu option
- Firstly we will try **Search by Port**. Simply click on the drop down menu and select the desired port. You can also choose to view the search results in a) Alphabetically by **Vessel Name** b) **By Arrival Date** c) **By Departure Date**. Now click **View Report**.
- A new window will open with our search results but we'll come back to this report once we've looked at the **Search by Vessel Report**.
- Click on the **Search by Vessel** button. Enter the vessel's name and choose how you wish to order the search results by; a) Alphabetically by **Vessel Name** b) **By Arrival Date** c) **By Departure Date**. Now click **View Report**.
- As with **Search by Port** this will open up another window with our search results
- You will see the name of our search at the top of the screen
- We can lose any columns of data that we are not interested in by simply clicking on the tick box, such as next port and then clicking on **Filter Results**.
- To undo this operation you can click the **UnFilter Results** button
- We can also sort the search results by column. Simply click on the top of the column you wish to sort and it will order that column for you. Click again and it will reverse the order of the data
- Let's say we want to export all of these search results to PDF. Simply click on **View PDF Report**, then open. You can print by clicking on the print icon or select file/print/then ok
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Voyage Itineraries

All ports of call for a particular vessel

- Click on **The List** menu option and then choose the **Voyage Itineraries** option. Simply enter the **Vessel Name**. Then press **View Report** to run the vessel search
- This will open up another window with our search results and you will see the name of our search at the top of the screen
- We can lose any columns of data that we are not interested in by simply clicking on the tick box, such as Departure Date and then clicking on **Filter Results**
- To undo this operation you can click the **UnFilter Results** button
- We can also sort the search results by column. Simply click on the top of the column you wish to sort and it will order that column for you. Click again and it will reverse the order of the data
- Let's say we want to export all of these search results to PDF. Simply click on **View PDF Report**, then open. You can print by clicking on the print icon or select file/print/then ok
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Sailings Schedules

Advertisers' weekly sailing schedule

- Click on **The List** menu option and then choose the **Sailing Schedules** option. Simply click on the relevant line and you will see the advertisement open up in your browser

**To add your advertisement to The List, please contact Luke Smith on
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