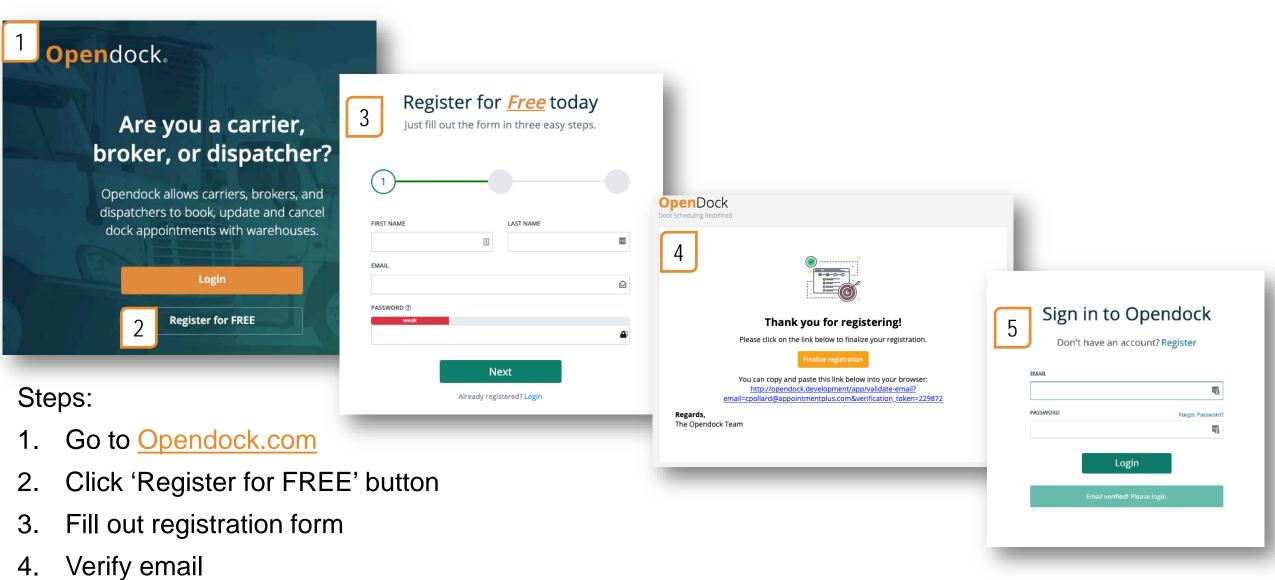


Carrier User Guide

Table Of Contents

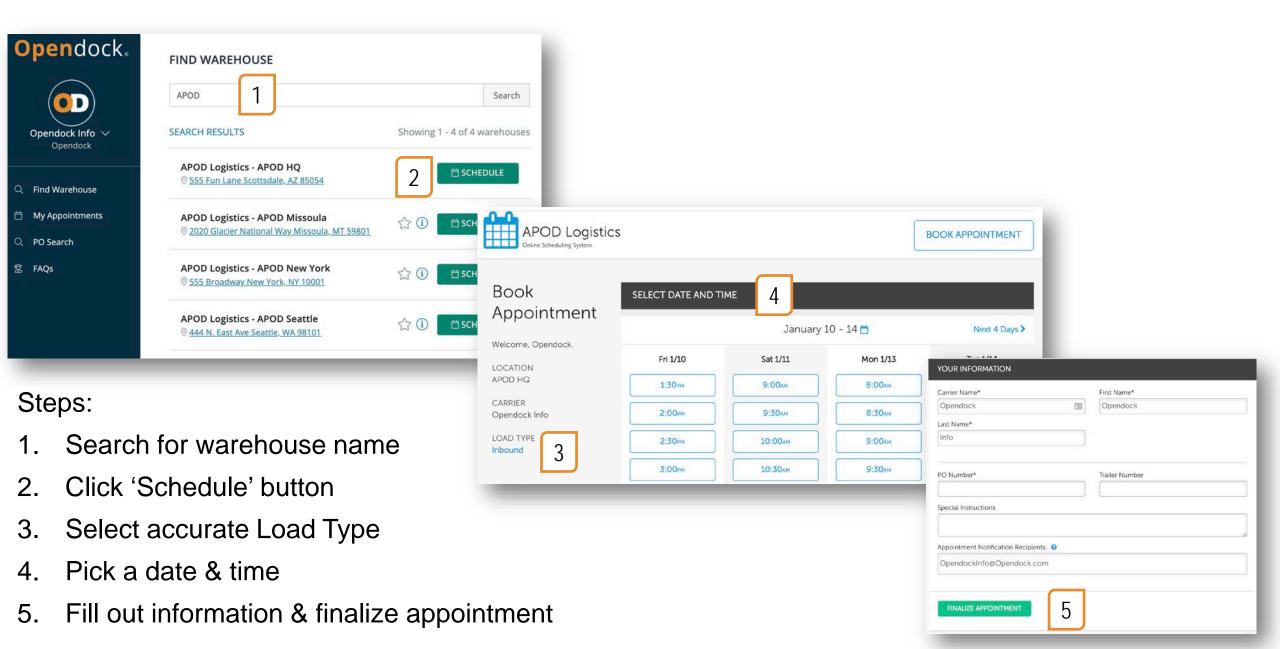
- Account Registration & Login
- Schedule an Appointment
- Add Warehouse Favorites
- Manage Appointments
- Edit Profile & Change Password
- Search Appointments by PO Number
- Opendock Support

Account Registration & Login

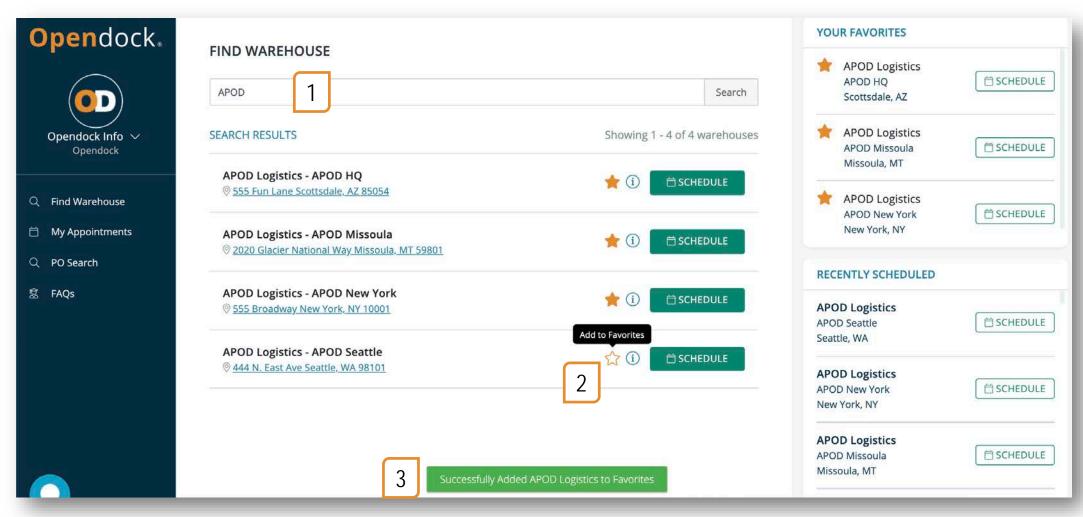


5. Sign in!

Schedule an Appointment

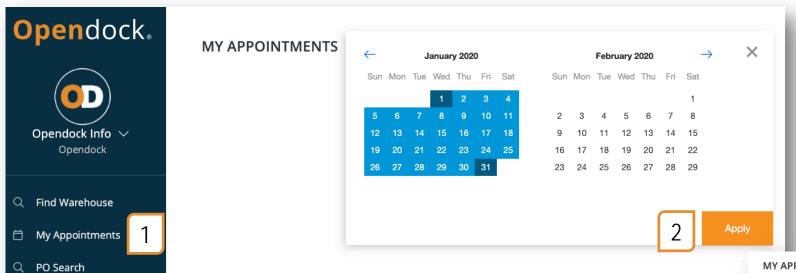


Add Warehouse Favorites



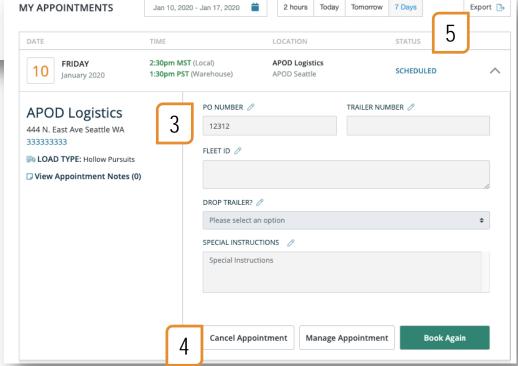
- 1. Search for warehouse name
- Click the ☆ button
- 3. The page will reload and the warehouse will be added to the 'Your Favorites' section

Manage Appointments

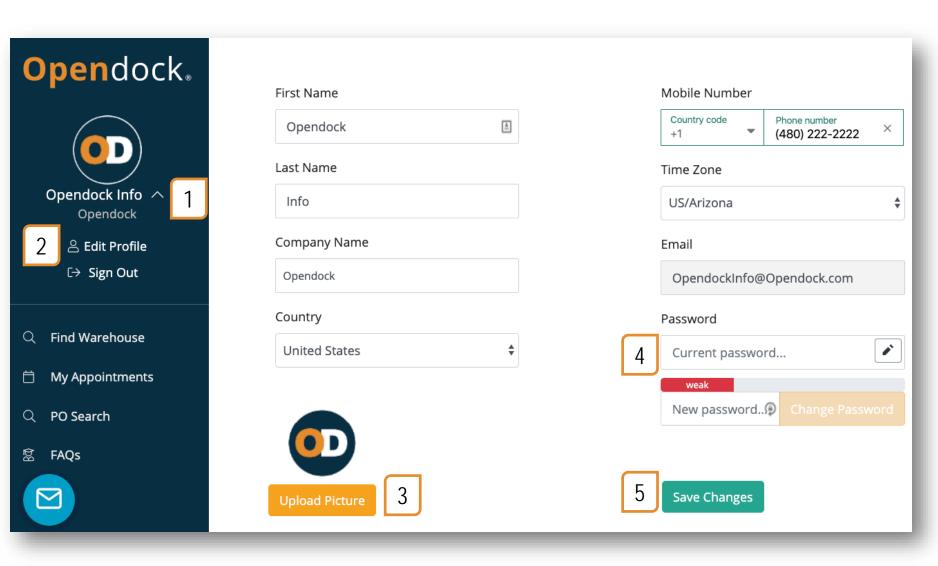


Steps:

- Click "My Appointments"
- 2. Select a date range
- 3. Edit PO Number
- 4. Cancel appointment
- 5. Export appointments to .csv file



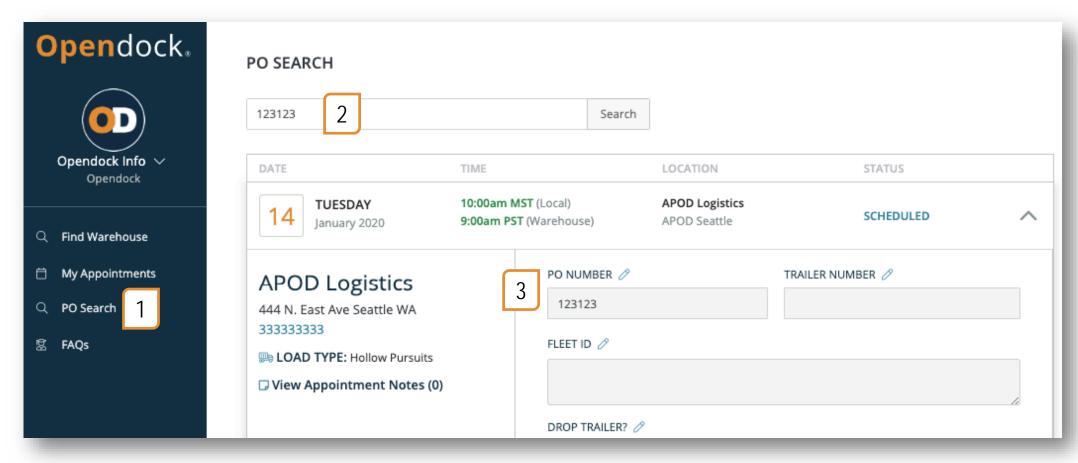
Edit Profile & Change Password



Steps:

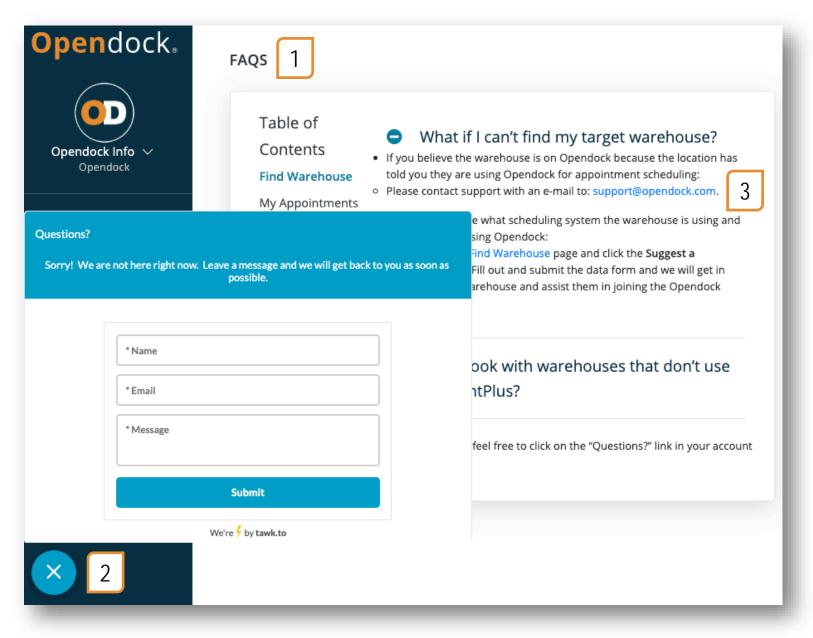
- Click '▽' button next to username to display the profile menu
- 2. Click 'Edit Profile'
- 3. Upload a photo
- Update your password
- 5. Click 'Save Changes'

Search Appointments by PO Number



- Click 'PO Search'
- 2. Search PO Number
- 3. All appointments with PO Numbers that contain the search term will be listed. E.g. Searching for "1234" will return appointments with PO Numbers "0123456" and "12345566".

Opendock Support



- 1. Visit the FAQ page
- To chat with support Mon-Fri 8am-5pm AZ time, click the blue envelope button
- 3. Email Support@Opendock.com