

Adding Comment Codes/Types, and Misc Comments RAILTRAC<sup>®</sup> Revision Number 1 10/29/2018

Once logged into RAILTRAC, click on the Reference tab. Next, select Comments, then Comments Type.

RT RAILTE	RAC® (KE	llya @ Ri	rol_dev)									
	Main	Config	Reference	Car Mana	agement	Reports	RAILDash					
<b>6</b> 7	Ch	Sh	8		٠	2	100 M	Shipment Field Values		<b>\$</b>	FT	
Bill To	Consignee	Supplier	Railroad	Ť	*	*	Criteria		Units of			
	Pa	rties		Products	Geography	Route		Setup	Measure	Comn	nent Type	
										Misc.	Comments	;

The Get Data For Comment Type Maintenance window will appear. In this screen, select New.

Ge	t Data For Comment Type N	Maintenance				
1	SYSTEM DEFAULT		$\sim$	Set as Default	Save Setup	Delete Setup
ſ	Column	Where	Value			
	Comment Type 🗸 🗸	= ~				
	Comment Type Desc. 🗸	= ~				
		Add	D	elete		
-	ОК	<u>A</u> ll	Ν	lew <u>C</u> ance	I	Setup

An Add Data box will appear. Add a two-character Comment Type and a Comment Type Description. The description can be fifteen characters in length. Then, click Add. When all Comment Types are entered, click Cancel.

E	RT Add Data		Х
	Comment Type	Comment Type Description	
	TS	TEST COMMENT	
	Add	<u>C</u> ancel	

The Comment Type screen will be displayed listing all Comment Types.

	AC® (KELLYA @ R	TOL_DEV)				
≣▼	Main Config	Reference	Car Mana	agement	Reports	RAI
Bill To	Consignee Supplier	Railroad	Real C	٢	ž	0
	Parties		Products	Geography	Route	
Comm	ent Type 🗙					
<b>49 </b> 🔐	🚊 🚺 🗍 🖉	la₂ 🔗 ≣=	5 5 X	] 🗒 🚭	T	
Sort By (	Column	Asc Fin	d Column		Where	Val
Comment	Type 🗸			~	= ~	
				~		
				~	= ~	
Add	Delete Sor	t Vie		dd De	elete Ar	vlac
			W GD A			
Commen Type	nt Comment Ty Description	pe				
Commen Type AC	nt Comment Ty Description ALERT COMME	pe NTS				-6.1
Commen Type AC BO	nt Comment Ty Description ALERT COMME BAD ORDER	pe NTS				
Commen Type AC BO DI	ALERT COMME BAD ORDER DIVERSION	pe NTS				
Commer Type AC BO DI DR	ALERT COMME BAD ORDER DIVERSION DERAILED	pe NTS				
Commer Type AC BO DI DR KE	ALERT COMME BAD ORDER DIVERSION DERAILED KELLY TEST	pe NTS				
Commer Type AC BO DI DI DR KE MA	ALERT COMME BAD ORDER DIVERSION DERAILED KELLY TEST MAINTENANCE	pe NTS				
Commer Type BO DI DR KE MA NM	ALERT COMME BAD ORDER DIVERSION DERAILED KELLY TEST MAINTENANCE NON MOVING L	pe NTS				
Commer Type BO DI DR KE MA NM PL	ALERT COMME BAD ORDER DIVERSION DERAILED KELLY TEST MAINTENANCE NON MOVING L PROBLEM LOG	pe NTS OAD				
Commer Type BO DI DR KE MA NM PL RD	ALERT COMME BAD ORDER DIVERSION DERAILED KELLY TEST MAINTENANCE NON MOVING L PROBLEM LOG RAILROAD DEL	IPE NTS OAD				
Commer Type BO DI DR KE MA NM PL RD TS	ALERT COMME BAD ORDER DIVERSION DERAILED KELLY TEST MAINTENANCE NON MOVING L PROBLEM LOG RAILROAD DEL TEST COMMEN	pe NTS OAD AY				
Commer Type AC BO DI DR KE MA NM PL RD TS WE	ALERT COMME BAD ORDER DIVERSION DERAILED KELLY TEST MAINTENANCE NON MOVING L PROBLEM LOG RAILROAD DEL TEST COMMEN WEATHER DEL	pe NTS OAD AY T AY				

To add a default Comment in conjunction with an existing Comment Code/Comment Type, click Reference. Then, click Misc. Comments.

RT RAILTRAC® (KELLYA @ RTOL_DEV)									
Main Config Reference	Car Manag	jement F	Reports	RAILDash					
Bill To Consignee Supplier Railroad	•	٢	÷	ری Criteria	Shipment Field Values	Units of	*	FT	
Parties	Products G	Geography	Route		Setup	Measure	Comm	nent Type	
							Misc.	Comments	

The Get Data For Maintain Miscellaneous Comments box will appear. In this screen, select New.

STEM DEFAULT				$\sim$	Set as De	fault	Save Setup	Delete Setu
Column		Whe	ere	Value				
Comment Code	$\sim$	=	$\sim$					
Comment Type	$\sim$	=	$\sim$					
Comment	$\sim$	=	$\sim$					

An Add Data window will appear. Enter the Comment Code and Comment Type to be used with the Comment, enter the Comment, and click Add. When all Comments are entered for the desired Comment Codes/Comment Types, click Cancel.

F	RT Add Data			×
	Comment Code	Comment Type	Comment	
	WE	WEATHER DELAY	HURRICANE FLORENCE	~
				~
	, 		Add Cancel	

The Misc. Comments screen will be displayed listing all Misc. Comments with their corresponding Comment Codes and Types.

	AC © (RELLYA @ RIOL_DE	V)				
= -	Main Config Refere	ence Car Management	Reports R	AILDash		
Bill To	Consignee Supplier Railro	ad 🔍 👻	<b>*</b>	Criteria	units of	#
	Parties	Products Geography	Route	Setup	Measure	Comments F
Misc.	Comments ×					
<b>(1)</b>	🛤 🌆 🕕 L 🏨 🤣	1= 👬 🗙 📗 🗎 🤩	1			Row
Sort By Commen Commen	Column     Asc       t Type     ✓       t Code     ✓	Find Column	Where         V           =            =            =            =	alue         And/            And            And            And            And            And            And            Save	Or VVVVVVVVVVVVVVVVVVVVVVVVVVVVVVVVVVVV	
Comme Code	ent Comment Type	Comment				
DERAIL						
	ALERT COMMENTS	EMAIL SENT TO G	ARY ZIMMER, T	Tom and John		
GAS	ALERT COMMENTS	EMAIL SENT TO G	ARY ZIMMER, T ARY ZIMMER	NHOE DIA MO		
GAS BO	ALERT COMMENTS ALERT COMMENTS BAD ORDER	EMAIL SENT TO G EMAIL SENT TO G TEST	ARY ZIMMER, T	NHOE DIA MO		
GAS BO BRAKE	ALERT COMMENTS ALERT COMMENTS BAD ORDER BAD ORDER BAD ORDER	EMAIL SENT TO G EMAIL SENT TO G TEST BRAKE SHOE WEA	ARY ZIMMER, T ARY ZIMMER ARY AR	NHOE DIVA MO		
GAS BO BRAKE SVTLK	ALERT COMMENTS ALERT COMMENTS BAD ORDER BAD ORDER BAD ORDER BAD ORDER	EMAIL SENT TO G EMAIL SENT TO G TEST BRAKE SHOE WEA SAFETY VALVE LE	ARY ZIMMER, T ARY ZIMMER ARY ZIMMER	NHOE DIVA MO		