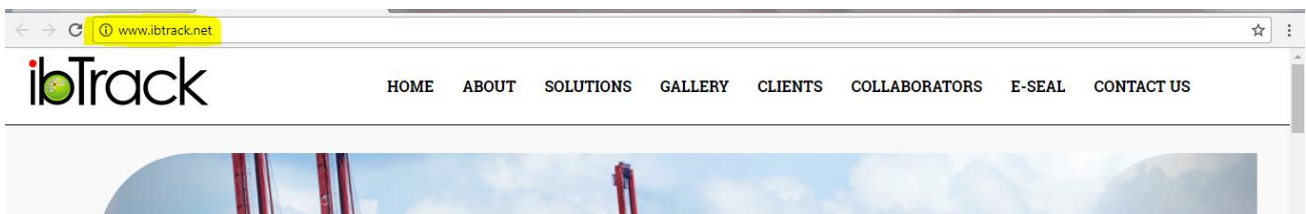


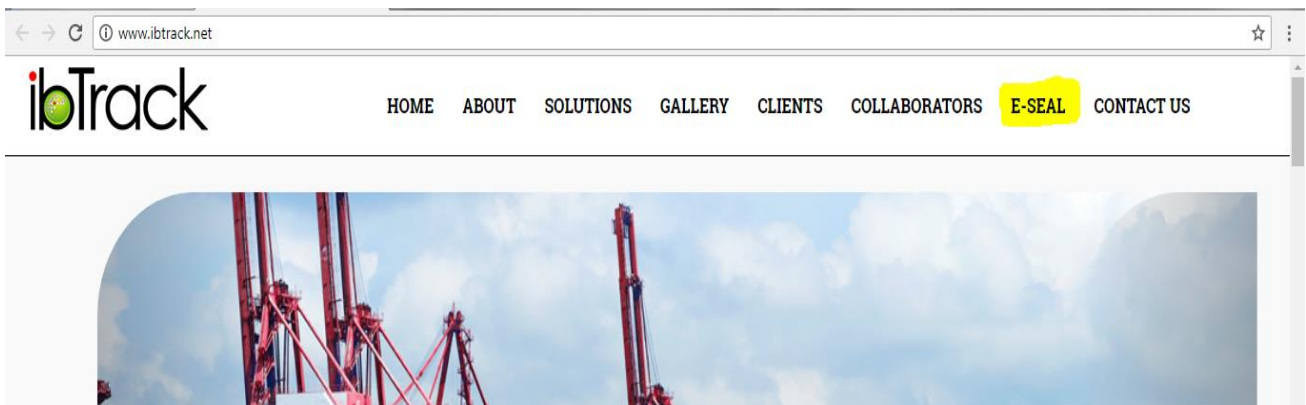
Standard Operation Procedure document

IBTRACK E-Seal Web Application working Flow, on below steps.

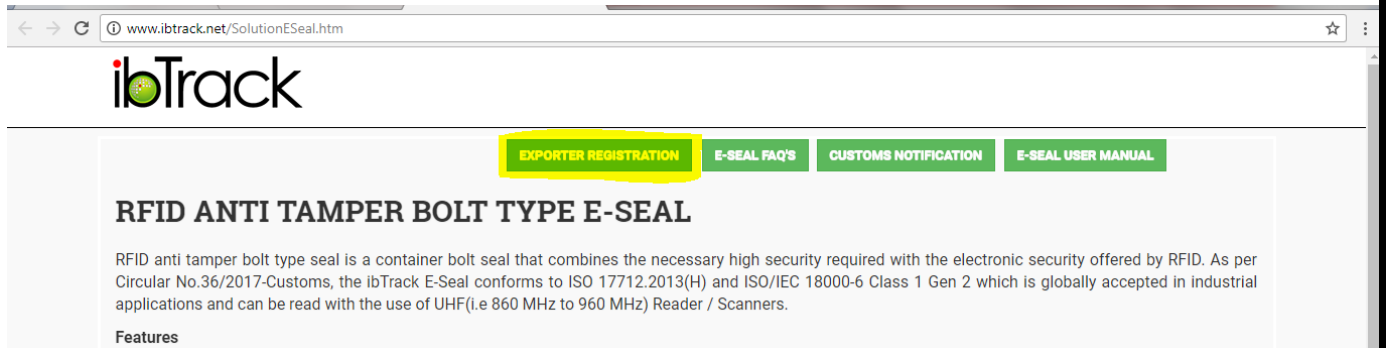
Step 1: Please Log on to our Ibtrack Website www.ibtrack.net.



Step 2: There you Select →E-seal



Step 3: Goto Exporter Registration Click on it Then once go through our Terms and Conditions ,If your are agree our terms then click I Agree Then site will redirect to our Company Eseal Web Application.



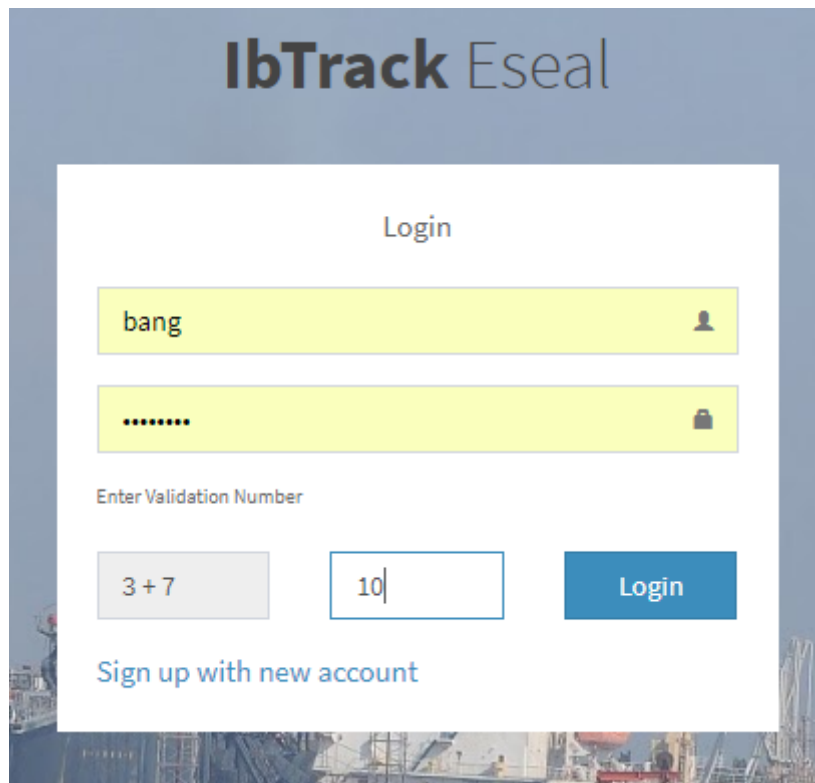
Step 4: Now Register in our Application As a Exporter fill the required fields

- User Name
- Password
- Confirm Password
- E-Mail adress

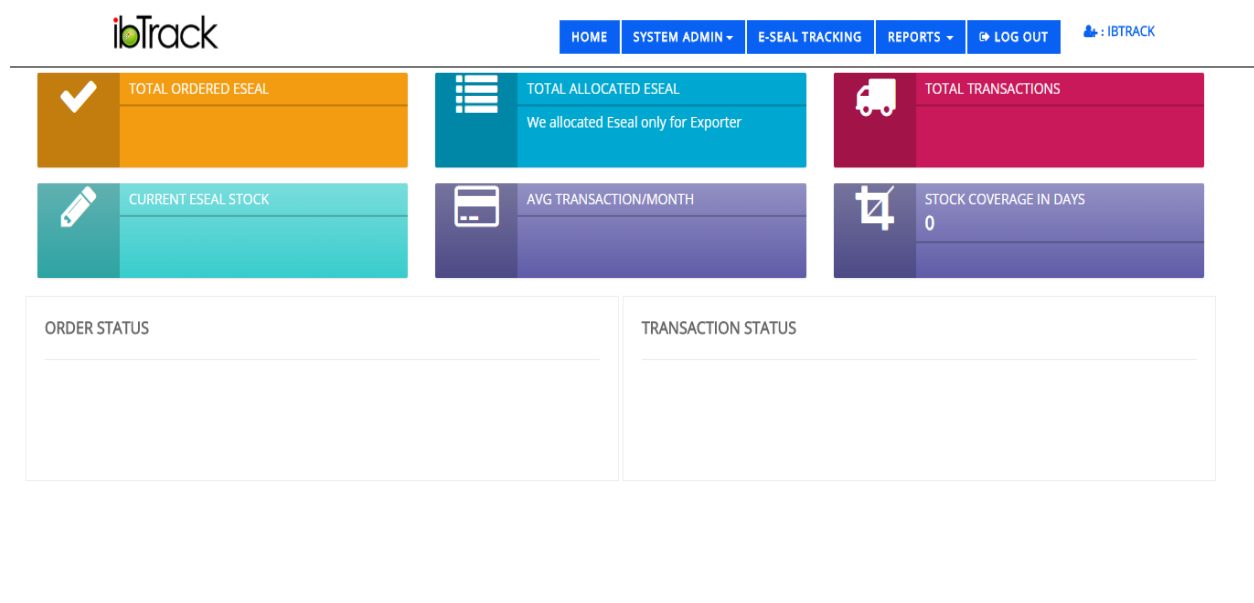
Onclicking the register Button, A verification email has been sent to your registered mail id. Activate your Exporter Account, onclicking the link.

A screenshot of a registration form titled 'Registration'. The form contains four input fields: 'User Name' with a person icon, 'Password' with a padlock icon, 'Confirm Password' with a padlock icon, and 'Email' with an envelope icon. Below the fields are two blue buttons: 'Login' and 'Register'.

Step 5: Now using your credentials Login to our application.



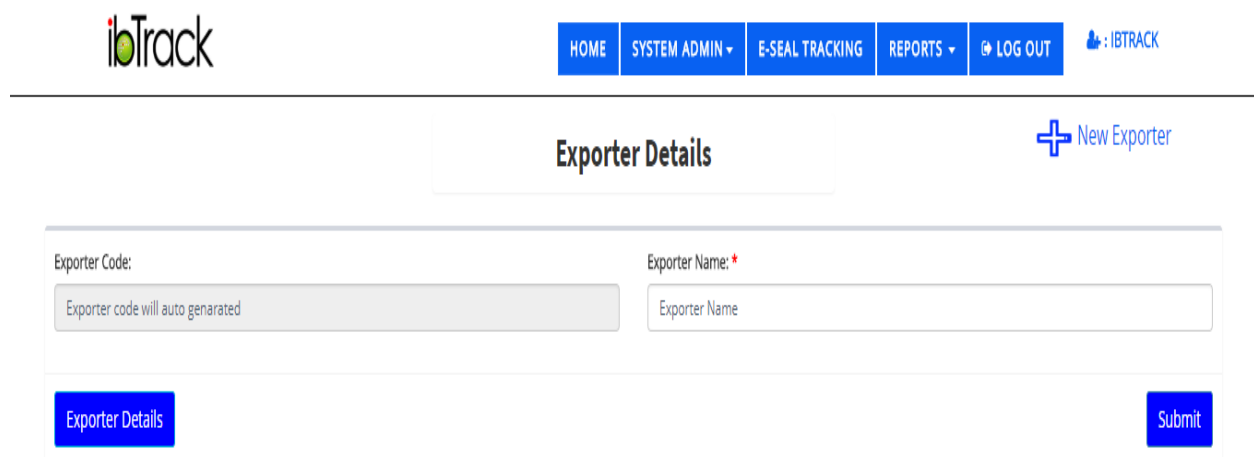
Step 6 : Home Page wil display



Step 7: After that Select System admin in that click Exporter again select New Exporter

Exporter Code: is auto generated need not to enter any thing

Exporter Name: Company Name and click submit.



The screenshot shows the iTrack web application interface. At the top left is the iTrack logo. The top navigation bar contains links for HOME, SYSTEM ADMIN (with a dropdown arrow), E-SEAL TRACKING, REPORTS (with a dropdown arrow), and LOG OUT. On the right of the navigation bar is a user profile icon and the text 'IBTRACK'. Below the navigation bar is a horizontal line. Underneath this line, the page title 'Exporter Details' is centered, and to its right is a '+ New Exporter' link. The main content area contains a form with two input fields: 'Exporter Code:' with a placeholder 'Exporter code will auto generated' and 'Exporter Name: *' with a placeholder 'Exporter Name'. At the bottom of the form are two blue buttons: 'Exporter Details' on the left and 'Submit' on the right.

Step 8: After fill the exporter details, Location details need to enter. Select System admin in that click Locations again select New Location and enter the fields.

- Location Name: Company branch location Name
- Contact Email Id: E-mail Address
- Contact Mobile No: Contact number
- GST Number: Company GST Number
- PAN Number: Company PAN Number
- Export/Import Code(IEC): ICE Code number
- Address Line1: Company Address
- Address Line2:
- Office Contact No: Office land line number
- State: State Name

- City: City Name
- Postal Code: PIN Code number
- Contact Person: Name of the contact person.
- Upload GST Document (2MB File)PDF format
- Upload IEC Document (2MB File)PDF format

The screenshot shows the 'Location Information' form in the iTrack application. The form is organized into a grid of input fields. At the top, there is a navigation bar with 'HOME', 'SYSTEM ADMIN', 'E-SEAL TRACKING', 'REPORTS', and 'LOG OUT' buttons, along with a user profile icon and 'IBTRACK' text. Below the navigation bar, a note states 'Note : Kindly use this User for E-Seal with Container Mapping *'. The form title is 'Location Information' with a 'New Location' link. The form fields are: 'Exporter Location Name', 'Contact Email Id', 'Contact Mobile No', 'GST Number', 'PAN Number', 'Export/Import Code(IEC)', 'Address Line1', 'Address Line2', 'Office Contact No', 'State', 'City', 'Postal Code', 'Contact Person', 'Upload GST Document: (File size 2MB only)', and 'Upload IEC Document: (File size 2MB only)'. Each document upload field includes a 'Choose File' button, a status indicator 'No file chosen', and 'Upload' and 'Clear' buttons. A 'Submit' button is located at the bottom right of the form. At the bottom of the page, there is a copyright notice: 'Copyright © 2018-2019 iBTrack Solutions Pvt.Ltd. All rights reserved.' and 'ESEAL - Version 2.0'.

Step 9: After fill the exporter Location details, Now Create the Login for the Location by providing the User name and password. Select System admin in that click USER SETUP again select New USER and enter the fields

- Location: Select the Location from the drop down.
- User Name: To Login as Location, need to create the User name
- Confirm Password: To Login as Location, need to create the User name
- Contact Email Id: Mail Address
- Contact Mobile No: Phone number
- PAN Number: PAN Number

- Aadhar Number: 12 digit aadhar number

[HOME](#)[SYSTEM ADMIN ▾](#)[E-SEAL TRACKING](#)[REPORTS ▾](#)[LOG OUT](#)[IBTRACK](#)

User Information

Exporter Company Location: *		
<input type="text" value="<--select-->"/>		
User Name: *	Password: *	Confirm Password: *
<input type="text" value="User Name"/>	<input type="text" value="Password"/>	<input type="text" value="Confirm Password"/>
Contact Email Id: *	Contact Mobile No: *	PAN Number:
<input type="text" value="Contact Email Id"/>	<input type="text" value="Contact Mobile No"/>	<input type="text" value="PAN Number"/>
Aadhar Number:		
<input type="text" value="Aadhar Number"/>		
<input type="button" value="User Information"/>		<input type="button" value="Submit"/>

Step 10: After you generate username and password for each locations. Now Logout from master and Login as User.

Step 11: Login as User

← → 🔒 Secure | https://chnport.ibtrack.net/ESeal/Login.aspx

IbTrack Eseal

Login

ibtba

.....

Enter Sum of two number

6 + 2

6 + 2

Login

[Sign up with new account](#) [Forgot Password](#)

Step 11:My Order

To Request for e-seal select My Order and fill the details like

- **Requester Name:** Name of the person who is requesting for e seal.
- **Requester Contact No:** Contact number
- **Requester Email:** Mail id (Confirmation mail of the order and Performa Invoice will go to that mail id)
- **Billing Adress: Need to enter any thing**
- **Shipping adress:** If billing and shipping adress both are same then select Shipping address is the same as billing address, if shipping adress is different then type the adress in Shipping address.
- Number of Eseals
- Select expected date
- Select Mode of payment
- Average Eseal Use/ Month
- Using ICD Name
- Using Port Name



Requester Name: *		Requester Contact No: *		Requester Email: *			
<input type="text" value="REQUESTER NAME"/>		<input type="text" value="REQUESTER CONTACT NO"/>		<input type="text" value="REQUESTER EMAIL"/>			
Billing Address: *		Shipping Address: *		Number of Eseals: *		Expected Date:	
<input type="text" value="indiranagar 2nd stage 13th cross"/>		<input type="text" value="Shipping Address"/>		<input type="text" value="NUMBER OF ESEAL"/>		<input type="text" value="09-08-2018"/>	
State: *	City: *	State: *	City: *	Mode of Payment: *	Average Eseal Use/ Month: *		
<input type="text" value="KARNATAKA"/>	<input type="text" value="BANGALORE"/>	<input type="text" value="STATE"/>	<input type="text" value="CITY"/>	<input type="text" value="<--select-->"/>	<input type="text" value="AVERAGE CONSUMPTION"/>		
IEC No: *	GST No: *	IEC No: *	GST No: *	Using ICD Name:	Using Port Name: *		
<input type="text" value="8523666666"/>	<input type="text" value="33AAACK2174Q1ZB"/>	<input type="text" value="IEC NO"/>	<input type="text" value="GST NO"/>	Click To Add ICD Name	Click To Add Destination Port		
Postal Code: *	Postal Code: *						
<input type="text" value="560038"/>	<input type="text" value="POSTAL CODE"/>						
Shipping address is the same as billing address: <input type="checkbox"/>							
Order History				Place your request			

Step 12: My Export

Now you want export your container then Click on to **My Export** Entry page on menu, select NEW EXPORT in that enter all the required fields like

- Trailer Reg Number
- Driver License
- Driver Name
- Container Size
- ICD Name
- Destination For Custom Station For Export
- Container Number
- Eseal Number
- Enter Shipping bill Number for Container
- Sealing Date and Time
- Terminal Document / Form 13 Number

[HOME](#)[SYSTEM ADMIN ▾](#)[MY ORDER](#)[MY EXPORT](#)[E-SEAL TRACKING](#)[REPORTS ▾](#)[LOG OUT](#)[ibtbang](#)

Export Information

[Bulk Upload](#)[+ New Export](#)

Direct Port Export(DPE)

Trailer Reg Number:*

Driver License:

Driver Name:

Container Size: *

ICD Name:

Destination For Custom Station For Export:*

Container Number: *

Eseal Number: *

Enter Shipping bill Number for Container:*

[Click To Add Shipping bill for Container](#)

Sealing Date and Time:*



Terminal Document / Form 13 Number:

[Export Information](#)[SUBMIT](#)

Step 13 : Eseal Tracking

Now you want Track your container then Click on to **Eseal Tracking** , in that select the date filters and click on to submit.

[HOME](#)[SYSTEM ADMIN ▾](#)[MY ORDER](#)[MY EXPORT](#)[E-SEAL TRACKING](#)[REPORTS ▾](#)[LOG OUT](#)[ibtbang](#)

E-Seal Tracking

11-07-2018 12-07-2018 Search:

SI No	TruckNo	ContainerNo	Size	ESealNo	ShipingBill	ShipingDate	SealingDate	CustodianName	CreatedOn	ReachTime	Status	Remark
No data available in table												

Showing 0 to 0 of 0 entries

Step:14 Reports

Now you want Track your container then Click on to **Eseal Tracking** , in that select the date filters and click on to submit.

- Exporter Report
- Transaction Report
- Order List