

4. Trip planning

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Planning desk

Opening the Planning View

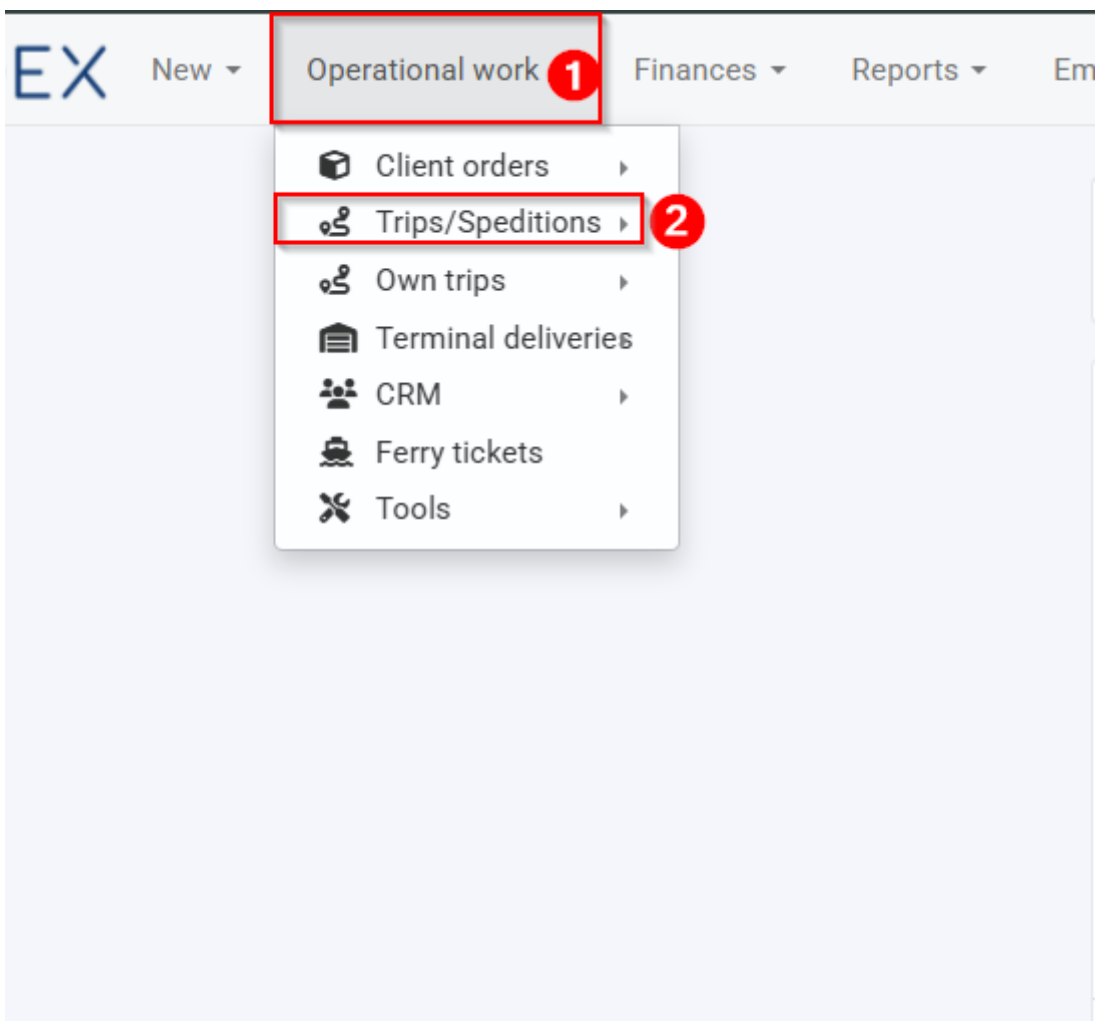
Current Trips View

Trip Tracking View

Current Unplanned Loads / Map View

Planning View

1. In the top navigation bar, click **“Operational Work”**
2. From the pop-up menu, select **“Trips/Expeditions”**



Current Trips View

1. Tabs for:

- Current Trips
- Open Trips
- Trip Archive
- Vehicle Statuses
- Dispatched Vehicles
- Filters

2. List of current trips

The screenshot shows the CLOUDEX web interface. At the top, there is a navigation bar with the CLOUDEX logo and several menu items: New, Operational work, Finances, Reports, Emails, and Lists. Below this is a sub-navigation bar with tabs for 'Active trips' (6), 'Unclosed trip', 'All trips', and 'Expedited trucks'. There are also icons for mail, refresh, settings, and a double arrow. Below the tabs is a search bar and several filter dropdown menus, all labeled 'Selected all'. A date range selector is also present. The main part of the interface is a table with the following columns: Start, Trip No., Next action, Truck/Trailer No., Carrier, LDM, Temp.contr, Transport, and Trip end c. The table contains six rows of trip data.

Start	Trip No.	Next action	Truck/Trailer No	Carrier	LDM	Temp.contr	Transport	Trip end c
08.05	TW288 📍 2x 📱	4 📍	EA789/E777 Atis Vāgners	Dachser SE Nurnl	119.6	39.80ldm	Jānis Veldre	25.05.2026
15.05	TS332	2 📍	TEST 7 WAYS LOGISTICS	7 WAYS LOGISTIK Juris7 Uzars	2	2.00ldm	Jānis Veldre	16.05.2026
12.05	TS331	2 📍	aaaaaaa AMMEGA ITALIA SPA	AMMEGA ITALIA	13.2	13.20ldm	Jānis Veldre	14.05.2026
19.05	TS333	1 📍	SIA AĻBATRANS	SIA AĻBATRANS	0.4	0.40ldm	Jānis Veldre	22.05.2026
24.03	TW325 📍 📱	1 📍	EA789/E777 Dāvis Labais	Demo	55.8	16.20ldm	Jānis Veldre	30.04.2026
03.04	TW327 📍	-	EL9666/B228U	Demo	26		Jānis Veldre	

Trip Tracking / Map View

1. Tracking of Trip No. #
2. Trip Tracking

3. Map

4. Chat

Trip No. TW288 1 Route 2 Map 3 Chat 4

Search..

↑ ↓ ↺ ✉ 📄 + 🗺 ⚙

Current Unplanned Loads List

1. Filters for unplanned loads

2. List of unplanned loads

Not planned cargos

Not planned cargos view 2 Map

Search

Loading regions

Pickup earliest

Pickup latest

Delivery earliest

Delivery latest

Selected all

Show only Terminal(in) cargos 40

No.	Loading address	Delivery address	Cargo description	Client	Income	Cargo manager	Region	Ready from	Ready until	Delivery from	Delivery till d	Temperature	Department	Direction
10833/1	LV-3414, LIEPAJA; INTER-18.05	DE-21129, HAMBURG, Kr... 28.05	1, 115 Kg;	IGS Schreiner GmNH null null	370.00	Veldre Janis		18.05.2026 08:00	18.05.2026 16:00	28.05.2026 12:00	28.05.2026 12:00			EXP
10820-1	*LV-3033, Iecēni; Demo IN: 26.04 OUT: 26.04	LV Rīga; 02.04	3.00LDM;	Delamode Baltics UAB Vitautas Braluks	0.00	Demo		26.04.2026	26.04.2026		02.04.2026		BALTICS	EXP
10824-1	*LV-3033, Iecēni; Demo IN: 25.04 OUT: 25.04	ES-08040, Barcelona; DH... 27.04	33EPLL; 13.20LDM;	DHL KOLN Thomas Schulze +491706	0.00	Demo		25.04.2026	25.04.2026		27.04.2026		BALTICS	EXP
10566/3	LV-3033, Iecēni; Demo 03.01	SE-104 05, Stockholm; A... 06.01		abas Bens Bensosns	0.00	Demo		03.01.2025	03.01.2025		06.01.2025		NORTH	EXP
10549	LV-3018, Ozolnieki; MCC 11.10	LV-1057, Rīga; Jelgava 14.10		DHL KOLN Thomas Schulze +491706	5000.00	Demo		11.10.2024	11.10.2024		14.10.2024			EXP
10563	LV-2167, Mārupe; 17.09	DE-50997, Köln; 19.09	13.60LDM;	A Logistics John White	5000.00	Demo		17.09.2025 11:31	17.09.2025 11:31		19.09.2025 11:31		NORTH	EXP
10575-1	*LV-2131, Rīga; Terminal IN: 28.02 OUT: 28.02	EE-11312, Tallinn; Kühne ... 24.01	100EPLL; 4.00LDM;	DHL KOLN Thomas Schulze +491706	100.00	Demo		15.01.2025	28.02.2025 11:42		24.01.2025		BALTICS	IMP
10583-1	LV-1083, Rīga; 7 WAYS L... 07.02	FR-92500, Rueil-Malmaiss... 08.02	1EPLL; 0.40LDM;	7 WAYS LOGISTICS Juris7 Uzars	-185.00	Veldre Janis		07.02.2025	07.02.2025		08.02.2025		AIR	EXP
10827	LV-1012, Rīga; 7 WAYS L... 07.05	Fix 08.05	1Load; 0.40LDM; 17000 Kg;	7 WAYS LOGISTICS Jānis	35.00	Demo		07.05.2026	07.05.2026		08.05.2026		NORTH	EXP
10621/3	LV-1012, Rīga; ab moto 10.06	LV-3018, Ozolnieki; Uzpē...		LATVIJAS FINIERIS Pēteris 25648956	0.00	Demo		10.06.2025 11:25	10.06.2025 11:22				NORTH	EXP
10810	LV-1004, Rīga; MAXIMA 13.02	LV-2150, Sigulda; Rimi 13.02	5Unit+2Unit; 2.00LDM;	VILKS SIA Ainārs Kusiņš	150.00	Veldre Janis		13.02.2026	13.02.2026		16.02.2026		SOUTH	DOM

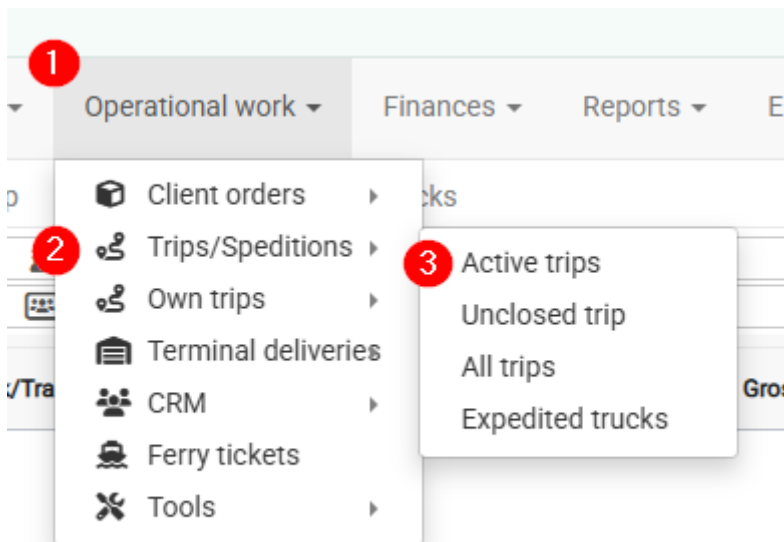
Active trips

Current trips view

1. Opening the current trips view

1. Operational work
2. Trips / Speditions

Required navigation sequence: **Operational work** → **Trips / Dispatches**. This opens the planning view.



2. Current trips view

1. Information about current / open / trip archive / vehicle statuses / dispatched vehicles
2. List of currently available trips

Active trips **6** Unclosed trip All trips Expedited trucks



Start ▾ |
 1 ▾ |
 Next ▾ |
 Truck/Trailer No ▾ |
 Workir ▾ |
 Fuel ▾ |
 Free l ▾ |
 Traffic lin ▾ |
 Gross w ▾ |
 Carrier ▾ |
 Spedition cor ▾ |
 Temp.contr ▾ |
 Transport

<input type="checkbox"/>	TS339	-	BTG.LV	0	0	BTG.LV	Jānis Ve
<input type="checkbox"/>	TS338	-	ARTVIKA	0	0	ARTVIKA	Jānis Ve
<input type="checkbox"/>	04.06	TA336	AA123/AA123 Demo	0	115	Demo	0.00ldm Jānis Ve
<input type="checkbox"/>		TS335	MN2222/NM223 DHL Latvia 1	0	105000	DHL Latvia 1	0.90ldm Jānis Ve
<input type="checkbox"/>		TS334	PP1234/T123 DHL Latvia 1	0	0	DHL Latvia 1	Jānis Ve
<input type="checkbox"/>	24.03	TW325	EA789/E777 Dāvis Labais	0.8	23998	Demo	16.20ldm Jānis Ve

New Unplanned Cargo Map Window Page

Opening the Unplanned Cargo Map/Window

1. Click **“New”** in the top navigation bar
2. From the pop-up menu, select **“Trips/Expeditions”**

Required workflow: **Operational work → Trips/Expeditions.**

You will open the **Trips/Expeditions** window.

Current Unplanned Cargo Map

The current unplanned cargo map displays cargo in a visually clear way, making it easier to search for shipments.

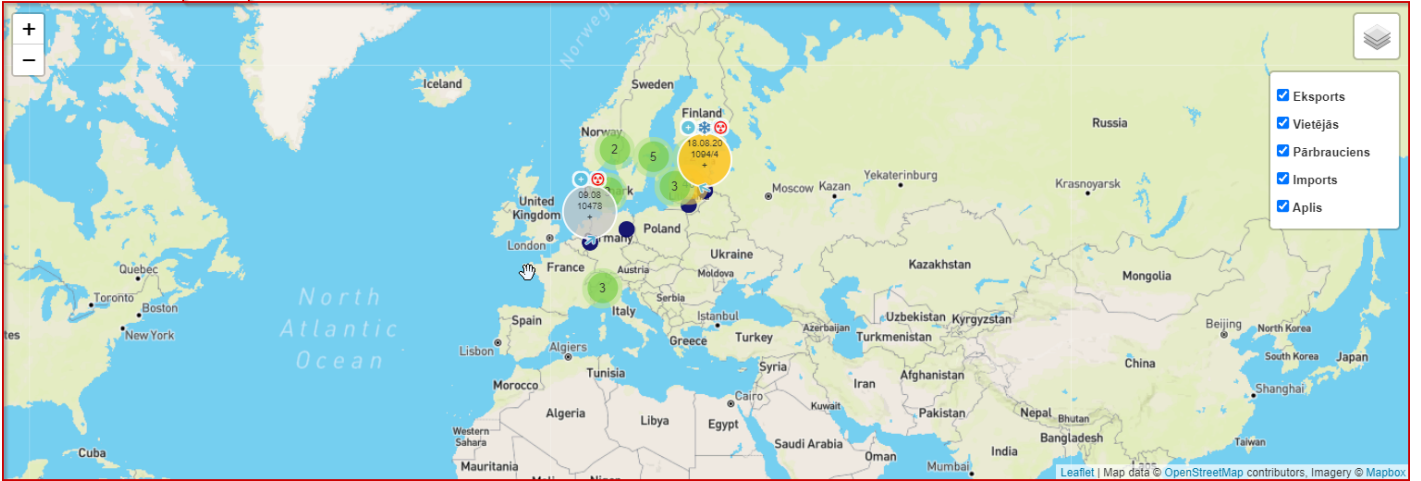
For cargo to be properly displayed on the map, loading and unloading coordinates are important. See the image below.

LV	x	2167	Mārupe	E	x	08040	Barcelona
<input type="text" value="56.91925 / 24.00975"/>				<input type="text" value="41.3258 / 2.14169"/>			

Cargo can be filtered by the following attributes: **Export, Local, Transit, Import, Round trip.**

Nesaplānotās kravas

Karte



Trip Tracking – Map – Chat

Opening Trip Tracking / Map / Chat

1. Open **Trip Tracking / Map / Chat**.

CLOUDEX New Operational work Finances Reports Emails Lists

Active trips 6 Unclosed trip All trips

Search.. Selected all

Selected all Date from

Selected all Selected all

Selected all

Start	Nex	Truck/Trailer No	Workir	Fuel	Free l
		TS339	BTG.LV		0
		TS338	ARTVIKA		0
04.06	1	TA336 AA123/AA123 Demo			0
04.06	2	TS335 MN2222/NM223 DHL Latvia 1			0
	1	TS334 PP1234/T123 DHL Latvia 1			0
24.03	1	TW325 EA789/E777 Dāvis Labais			0.8

Trip No. TA336 Route Map Chat

Search..

Number	Loading address	Delivery address
10833/1	1 LV-3414, LIEPAJA; INTERSPIRO... 18.05	39 DE-21129, HAMBURG; Krohn und Schröder LCL 28.05

2. Trip Tracking / Map / Chat

1 Trip No. TW94 2 Trip tracking 3 Map 4 Chat

Number	Loading address	Delivery address	Cargo description	Client	POD	Income	Cargo manager
10458	1 LV-1012, Rīga; 06.06	11 D-21129, Hamburg; Vollhöfner ... 10.06	5EPLL; 5.00LDM; 5 Kg;	DHL Latvia Mike Dikstroj +3712020202		800.00	Veldre Janis
10276/3	2 LV-1015, Rīga; Rīga Nordic termi... 05.06	10 LV-3400, Tadaiku pagasts; Balt... 06.06	2PLL; 3.00LDM; 344 Kg; ADR t* -20*/-18*;	MG Trade SIA Uldis			Demo
10029	3 LV-1024, Rīga; YourShoes FIX 01.11	12 LV-2114, Olaine; LIEPAS	20Oversize; 5000 Kg; ADR t* 1*;	YourShoes Arthur Newland +191 15155155		250.00	Demo
1116	4 LV Liepāja; Klients X 05.10	13 LT; Klients X	24; 24000 Kg;	Klients X Gorkis Jansi		192.00	Demo
10454	5 LV-2164, Ādaži; Airport 13.07 +16	14 D-90475, Nürnberg, Mittelfr; D... 01.07	5EPLL; 1.20LDM; 8 Kg; t* -10*/-4*;	Starpsiena Zostīna Sandra		2103.00	Veldre Janis

3. Trip Tracking

Trip No. TW94 Trip tracking Map Chat

Number	Status	Location	Cargo description	Client	Free Idm	Sender/Receiver
10458	Cargo loaded 06.06.2024	1 LV-1012, Rīga > Hamburg, ...	5EPLL; 5.00LDM; 5 Kg;	DHL Latvia #NG988888	8	- Vollhofner Weiden 16, 21129 Hamburg, Vacija
10276/3	Cargo loaded 05.06.2024	2 Rīga Nordic terminal LV-1015, Rīga > Tadaiku pa...	2PLL; 3.00LDM; 344 Kg; ADR t* -20*/-18*;	MG Trade SIA	5	- Balticagr
10029	Cargo loaded 01.11.2020	3 YourShoes LV-1024, Rīga > Olaine, LV...	20Oversize; 5000 Kg; ADR t* 1*;	YourShoes #20-7777	5	- LIEPAS
1116	Cargo loaded 05.10.2020	4 Klients X LV, Liepāja > (Klients X)	24; 24000 Kg;	Klients X	5	- Klients X
10454	Cargo loaded 13.07.2024 09:50:00	5 Airport LV-2164, Ādaži > Nürnberg...	5EPLL; 1.20LDM; 8 Kg; t* -10*/-4*;	Starpsiena	3.8	- Dachser SE Nurnberg
10276/3	Cargo delivered 06.06.2024	10 Balticagr LV-3400, Tadaiku pagasts	2PLL; 3.00LDM; 344 Kg; ADR t* -20*/-18*;	MG Trade SIA	6.8	+ Riga Nordic terminal
10458	Cargo delivered 10.06.2024	11 Vollhofner Weiden D-21129, Hamburg	5EPLL; 5.00LDM; 5 Kg;	DHL Latvia #NG988888	11.8	
10029	Cargo delivered 03.11.2020	12 LIEPAS LV-2114, Olaine	20Oversize; 5000 Kg; ADR t* 1*;	YourShoes #20-7777	11.8	+ YourShoes
1116	Cargo delivered 05.10.2020	13 Klients X LT	24; 24000 Kg;	Klients X	11.8	+ Klients X
10454	Planned delivery 01.07.2024	14 Dachser SE Numb... D-90475, Nürnberg, Mittelfr	5EPLL; 1.20LDM; 8 Kg; t* -10*/-4*;	Starpsiena	13	+ Karavella Demo
	Planned arrival 07.06.2024	17 LT-93239, Klaipėda			13	
	Planned arrival 05.06.2024	18 S-181 62, Stockhol...			13	

4. **Map**
5. **Distance in kilometers between stops.**
6. **Add additional stops by clicking the + symbol.**

Trip No. TS136 Trip tracking **Map** Chat

Show all Deliveries

LAST COMPLETED

TODO

📍 Jul 1	1	LV-1007, Rīga, Lielzemes iela 10
⛽ 1h 26min ↙ 74.2km	2	GAS STATION LV-3901, Bauska, Elejas iela 1
📍 Jul 5	40	D-10117, Berlin, Charitéplatz 1

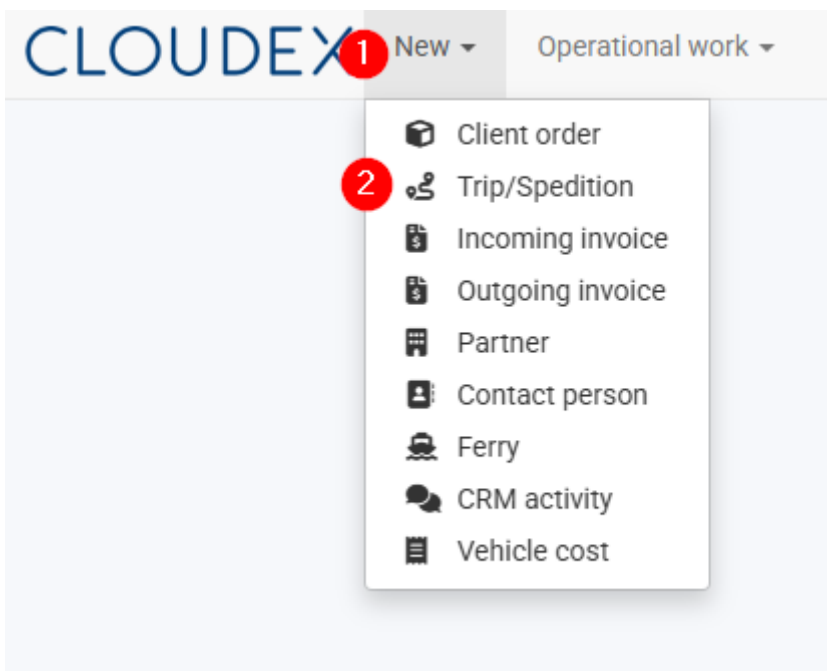
The map displays a red route starting in Berlin, Germany, heading east through Poland (stopping at Zielona Góra and Warsaw) and Lithuania (stopping at Kaunas and Riga). The Baltic Sea is visible to the north. The interface includes a sidebar with a 'TODO' list, a map control panel with zoom in (+) and zoom out (-) buttons, and a top navigation bar with 'Map' selected. A red circle highlights a '+' icon in the top right corner of the map area, indicating the function to add new stops.

Creating a New Trip

Trip/Expedition Types

1. Adding a New Trip

1. Click the **“New”** button in the toolbar.
2. From the menu that opens, select **“Trip/Expedition”**.



2. Trip/Expedition Types

- **Agreement** – Select this option when a subcontractor operates under your management and you are forwarding the vehicle for a full or partial route. Payment is usually calculated based on the kilometers driven.
- **Domestic** – Local transportation.
- **Monthly** – Monthly trip.
- **Other** – Other types of trips.
- **Own Trip** – Select this option when the trip is performed with your own vehicle. This enables the completion of the driver's report.
- **Spedition** – Freight forwarding and cargo transportation.

To ensure accurate trip reporting, it is important to select the correct trip type.

New trip/spedition Transfer/Round trips DEMO NORTH

Trip details | Attachments | Price calculations | Finances | Route | Map | Chat

Type: Spedition 1 Transport mana...: Demo Transport type: Road

Order date:

Truck/Trailer: Agreement
Domestic
Internal profit
Monthly - Own Trip
Trailer type: Other

Carrier price: EUR Tax type: Term

Send document: Spedition
Trailer trip

Search..

Number	Loading address	Delivery address	Cargo description	Client	Income	Costs
No rows to show						

Carrier notes: Internal notes:

Planner:

Delete Save Cancel