

Multiselect - highlight the desired rows

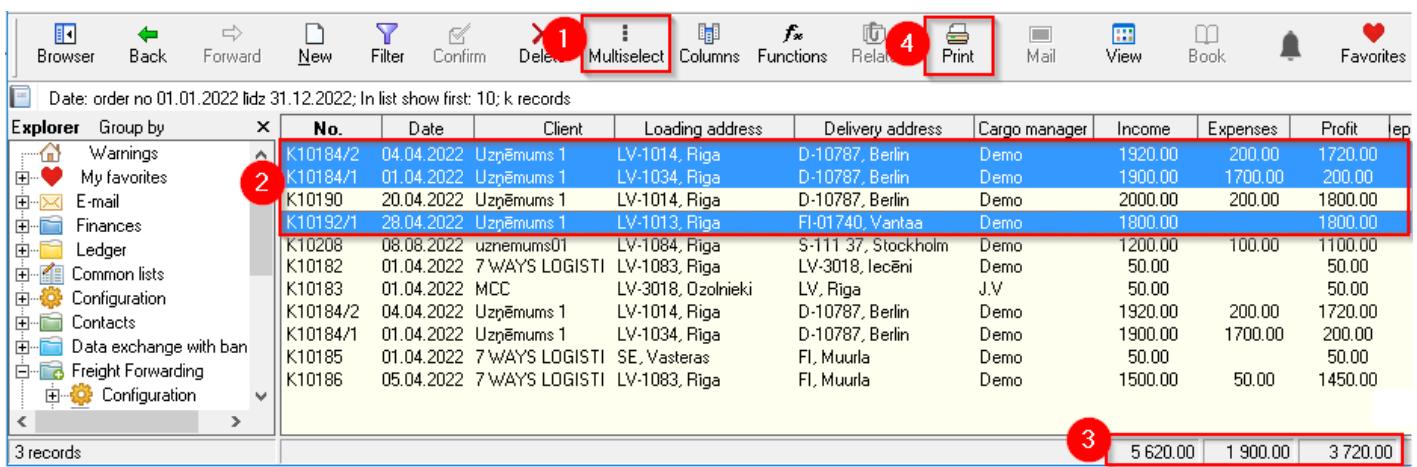
Multiselect is used when it is necessary to select individual rows in random order, such as cargo and add to the trip.

1) In the toolbar, select **Multi-select**. (**Ctrl+Y**)

2) Then, similarly to Excel, holding down the **Ctrl** or **Shift** keys with the "mouse" mark the desired rows

3) The marked rows depending on the open window:

- The marked loads on the freight forwarder's desktop can be added to the marked flight
- **Calculator** - the sums of the marked lines
- **Print or export to Excel**
- Depending on the window, additional options are available by pressing the Functions command button 



The screenshot shows a software application window with a toolbar at the top. The toolbar includes icons for Browser, Back, Forward, New, Filter, Confirm, Delete, Multiselect (highlighted with a red box and number 1), Columns, Functions, Relations, Print (highlighted with a red box and number 4), View, Mail, Book, and Favorites. Below the toolbar is a message bar stating "Date: order no 01.01.2022 lidx 31.12.2022; In list show first: 10; k records". To the left is an Explorer sidebar with various categories like Warnings, My favorites, E-mail, Finances, Ledger, Common lists, Configuration, Contacts, Data exchange with ban, Freight Forwarding, and Configuration. A red circle with number 2 highlights the "My favorites" item in the sidebar. The main area displays a table of records with columns: No., Date, Client, Loading address, Delivery address, Cargo manager, Income, Expenses, Profit, and ep. Several rows are highlighted with a blue selection bar. A red circle with number 3 highlights the bottom right corner of the table, which contains summary values: 5 620.00, 1 900.00, and 3 720.00. A red circle with number 4 highlights the Print button in the toolbar.

No.	Date	Client	Loading address	Delivery address	Cargo manager	Income	Expenses	Profit	ep
K10184/2	04.04.2022	Uzņēmums 1	LV-1014, Riga	D-10787, Berlin	Demo	1920.00	200.00	1720.00	
K10184/1	01.04.2022	Uzņēmums 1	LV-1034, Riga	D-10787, Berlin	Demo	1900.00	1700.00	200.00	
K10190	20.04.2022	Uzņēmums 1	LV-1014, Riga	D-10787, Berlin	Demo	2000.00	200.00	1800.00	
K10192/1	28.04.2022	Uzņēmums 1	LV-1013, Riga	FI-01740, Vantaa	Demo	1800.00		1800.00	
K10208	08.08.2022	uzņēmums01	LV-1084, Riga	S-111 37, Stockholm	Demo	1200.00	100.00	1100.00	
K10182	01.04.2022	7 WAYS LOGISTI	LV-1083, Riga	LV-3018, Iecīni	Demo	50.00		50.00	
K10183	01.04.2022	MCC	LV-3018, Ozolnieki	LV, Riga	J.V	50.00		50.00	
K10184/2	04.04.2022	Uzņēmums 1	LV-1014, Riga	D-10787, Berlin	Demo	1920.00	200.00	1720.00	
K10184/1	01.04.2022	Uzņēmums 1	LV-1034, Riga	D-10787, Berlin	Demo	1900.00	1700.00	200.00	
K10185	01.04.2022	7 WAYS LOGISTI	SE, Västerås	FI, Muurila	Demo	50.00		50.00	
K10186	05.04.2022	7 WAYS LOGISTI	LV-1083, Riga	FI, Muurila	Demo	1500.00	50.00	1450.00	

Revision #3

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