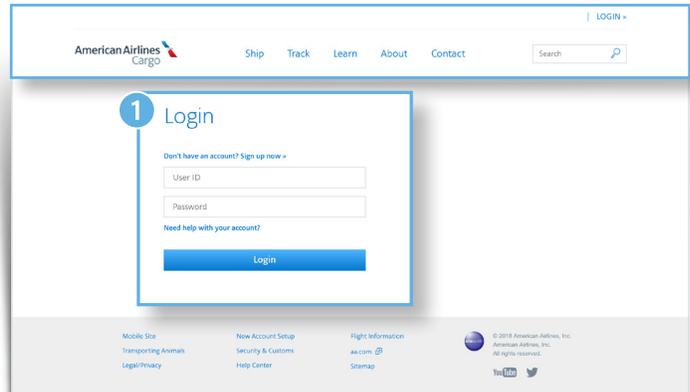


Reserva para distribuciones

Paso 1

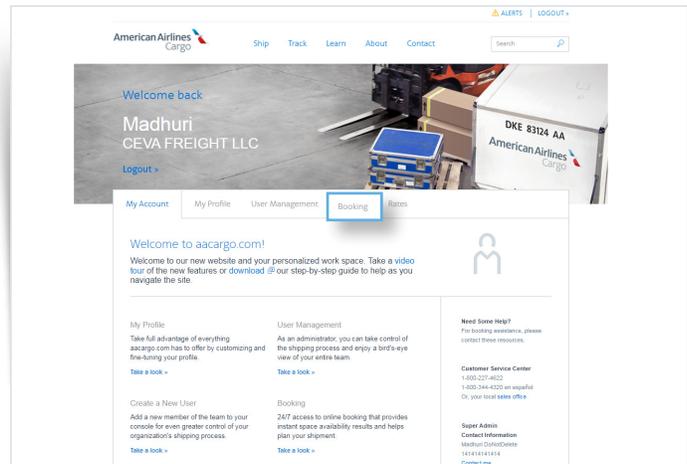
Inicie sesión en aacargo.com.

- 1 Si no tiene una Identificación de usuario, puede registrarse haciendo clic en el enlace aquí. Siga las instrucciones y configure su información de inicio de sesión.



Paso 2

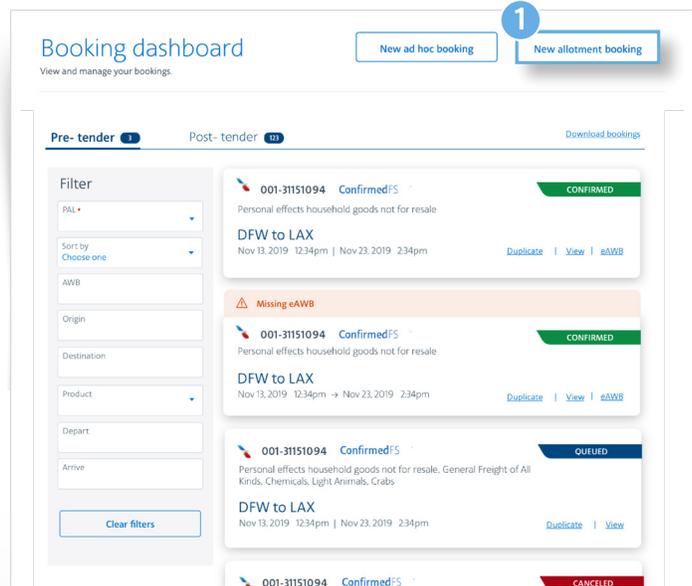
En la página de inicio, seleccione la pestaña Booking [Reserva].



Reserva para distribuciones

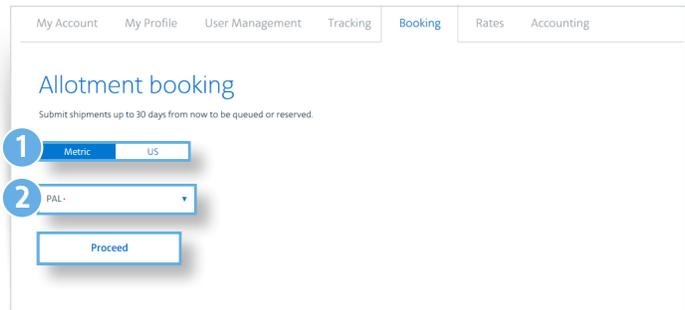
Paso 3

- 1 Seleccione **New allotment booking** [Nueva reserva de distribución].



Paso 4

- 1 Seleccione **metric** [métrico] o **US** [EE. UU].
- 2 Seleccione **PAL**. Los **PAL** [localizador preciso de cuenta] asociados con el inicio de sesión se completarán automáticamente en el menú desplegable. Haga clic en **Proceed** [continuar].



Reserva para distribuciones

Paso 5

Los cargamentos estarán numerados. Seleccione **bulk** [bultos] o **containerized** [en contenedor]. Usted deberá identificar los bienes y luego seleccionar un **producto** del menú desplegable. Indique el número de **artículos** y las **dimensiones**.

The screenshot shows the 'Allotment booking' interface for 'Shipment 1'. At the top, there are navigation tabs: 'My Account', 'My Profile', 'User Management', 'Tracking', 'Booking' (selected), 'Rates', and 'Accounting'. Below the title, there are two radio buttons: 'Bulk' (selected) and 'Containerized'. The 'Cargo summary' section includes a 'Commodity' dropdown, an 'AWB Number' input field, and a 'Product' dropdown menu. Below this are five input fields for dimensions: '# of pieces', 'Weight lb.', 'Length in.', 'Width in.', and 'Height in.'. The 'Segment 1' section contains 'Flight number', 'Origin', 'Destination', and 'Depart' (with a calendar icon) input fields. At the bottom right, there are two buttons: 'Add shipment' and 'Submit bookings'.

Paso 5 continuación

Junto al encabezamiento **Shipment** [Cargamento], está la opción **"Duplicate"** [Duplicar]. Esta opción crea un segundo cargamento con los mismos campos que se indicaron en el original, pero permite hacer cambios.

This screenshot is identical to the one above, showing the 'Allotment booking' form for 'Shipment 1'. The 'Duplicate' button next to the 'Shipment 1' title is highlighted with a blue box, indicating the next step in the process.

Reserva para distribuciones

Paso 6

Añada un Segmento. Deberá proporcionar la siguiente información:

- Flight number [Número del vuelo]
- Origin [Origen]
- Destination [Destino]
- Date [Fecha]

The screenshot shows the 'Allotment booking' interface. At the top, there are navigation tabs: My Account, My Profile, User Management, Tracking, Booking (selected), Rates, and Accounting. The main heading is 'Allotment booking'. Below it, there's a 'Shipment 1' section with a 'Duplicate' link and two buttons: 'Bulk' (selected) and 'Containerized'. Under 'Cargo summary', there are input fields for 'Commodity', 'AWB Number', and a 'Product' dropdown. Below these are fields for '# of pieces', 'Weight lb', 'Length in', 'Width in', and 'Height in'. The 'Segment 1' section is highlighted with a blue border and contains 'Flight number', 'Origin', 'Destination', and 'Depart' fields, along with an 'Add segment' link. At the bottom right, there are two buttons: 'Add shipment' and 'Submit bookings'.

Paso 7

Haga clic en **Add shipment** [Añadir cargamento] si desea reservar la distribución de otro cargamento. De lo contrario, seleccione **Submit bookings** [Enviar reservas].

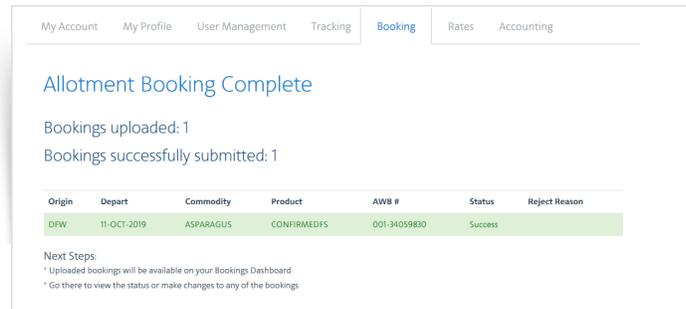
This screenshot is identical to the one in Step 6, showing the 'Allotment booking' interface. However, in this step, the 'Add shipment' button at the bottom right is highlighted with a blue border, indicating it is the active step for adding a new shipment. The 'Segment 1' section is no longer highlighted.

Reserva para distribuciones

Paso 8

Ya completó la reserva.

Las reservas cargadas en la página estarán disponibles en el [Booking Dashboard](#) [Panel de reservas]. Visite el panel para ver el estado de las reservas o realizar cambios.



The screenshot shows a web interface with a navigation menu at the top: My Account, My Profile, User Management, Tracking, **Booking**, Rates, and Accounting. The main heading is "Allotment Booking Complete". Below this, it states "Bookings uploaded: 1" and "Bookings successfully submitted: 1". A table displays the booking details:

Origin	Depart	Commodity	Product	AWB #	Status	Reject Reason
DFW	11-OCT-2019	ASPARAGUS	CONFIRMEDFS	001-34059830	Success	

Below the table, there is a "Next Steps" section with two bullet points:

- * Uploaded bookings will be available on your Bookings Dashboard
- * Go there to view the status or make changes to any of the bookings