

### To request a Quantum View Notify shipment or package notification:

| Step  | Window (if available)  |  |  |  |
|---|--|--|--|--|
| <ol> <li>On the Ship To tab in the Shipping window,<br/>type the address of the person or company<br/>where the shipment is to be delivered.</li> </ol>   | WordShip         Home       My Services       Tools       Printing Activities       Inport-Export       UPScom       Support         Shp To       Ship Form       Diatibution       Service_Options       Detail       Reference         Company or Name:       Resideginal       Service_Notice       Package Type:       Package Type:         Address 1       Reference       Not 2 there scone?       Declared Value:       Reference Number 1:         Address 2       Address 3       Saturday Delivery       Reference Number 2:       Reference Number 2:         More Trivinities       Transportation To:       Shipper's Cost (USD)       Published:         UNTHERWILLE TIMONI:       Tag D Number:       No       Declared Value:       No         Package:       Shipper's Cost (USD)       Published:       Declared Value:       Declared Value:       Reference Number 2:         With Return Services       Nipper's Cost (USD)       Published:       D.0.00       Declared Cost         Stapper       Profile       Profile       Profile       Profile       Declared Profile         Vour invoice may vary from the displayed rates.       Profile       Profile       Profile       Declared Stape         Vour invoice may vary from the displayed rafles.       United Stapert 2 Stap |  |  |  |
| <ul> <li>2. On the Service tab:</li> <li>Click the down arrow in the UPS<br/>Service box and select a service.</li> <li>Click the down arrow in the Package<br/>Type box and select a type.</li> <li>Click the down arrow in the Bill<br/>Transportation To box and select who<br/>pays the transportation cost to ship the<br/>package, shipment, or movement.</li> <li>Type the weight of the package in the<br/>Package Weight box.</li> </ul> | Ver       XDRY Pending: 0 Shpmt(b). 0 Plag0          Home My Services       import-Export       UPS WorldShip         Home My Services       Tools       Printing Activities       Import-Export       UPS worldShip         Ship Form Distribution         Service options       Delail Reference         Package Type:       Package Type:         Aberdion:       Residegial       Service options       Package Type:       Package Type:         Aberdion:       Relidens 1:       Reference Number 1:       Package Type:         Address 2:       Address 3:       Delivery Date:       Reference Number 2:       Reference Number 2:         Address 2:       Address 3:       Delivery       Package Shipper's Cost (USD)       Published:         Bit Transportation To:       Shipper's Cost (USD)       Published:       Do.00       Delail Cost         JPS Account Number:       Tag ID Number:       0.0       Delail Cost       Published:         Voor invoice may vary from the displayed rates.       Your invoice may vary from the displayed rates.       Your invoice may vary from the displayed rates.       Your invoice of Shipment Fig       Process Shipment Fig   |  |  |  |



|    |   |  | 4                |
|----|---|--|------------------|
| 3. | The Shipper's Cost appears in the lower   | 💷 📀 🔅 📲 🔹 UPS WorldShip  | - = ×            |
|    | right.  | Home My Services Tools Printing Activities Import-Export UPS.com Support   | <b>∨ ()</b> -    |
|    | Click the Options tab.  | Ship To     Ship Form)     Distribution     Service     Optione     Detail     Reference       Customer D     Update Address Bock     Ship Frong Million     Ship Form     Package Type:       Ship Form     Residential     Fring Million     Package Type:       XYZ Company or Name:     Residential     Package Type:       XYZ Company or Name:     Residential     Deliver       Adention:     Delivery Date:     Unavailable       Address 1     Oelivery Date:     Naddress Query       Address 2     Address 3;     Delivery Date:       Country/Territory:     Postal Code:     Reference Number 2;  |                  |
|    |   | United States     21033-       City or Town     State/Province/County.       LUTHERVILE TIMON     State/Province/County.       LUTHERVILE TIMON     Image: State of the stat  | ш                |
|    |   | Shipper         Profile           XXXXX         UPS             Pkg:         # 1         > # is NEW           Add         Pkgs             Pkg         @elete Pkg  |                  |
|    |   | Your invoice may vary from the displayed rates. Ver: XOPY Pending: 0 Shy   | pmt(s), 0 Pkg(s) |
| 4. | The Options tab shows the available shipment and package options.   | Image: Strip To         Ship From         Distribution         Service         Defense         Mestere   | - = X<br>V0-     |
|    | <b>Note:</b> Quantum View Notify is available<br>under Shipment Options and Package<br>Options. This document will follow the<br>Shipment Option. | Customer ID     IV Update Address Book     Shipment Options     Shipment Options       Company or Mame.     Planding Charge Import Control     Company or Mame.       XV2 Company     Import Ontrol     Company or Mame.       Address 1:     Ship From Company or Mame.     Ship From Company or Mame.       Address 1:     Ship From Company or Mame.     Ship From Company or Mame.       Address 2:     Address 3     Package Options.     Ship From Company or Mame.  |                  |
|    | Select the Quantum View Notify check box under Shipment Options.  | Country/Territory<br>Linded States 21035<br>CUD Dectared Value<br>Dectared Value<br>De | Е                |
|    |   | Profile         Profile           XXXXX         UPS         Process Shipment           Add         1         Pkgs           Provide         Process Shipment           FI0         Add         1           Vour invoice may vary from the displayed rates.         Ver:         XOFV Pending: 0 Ship   | pmt(s), 0 Pkg(s) |



|                                    |   | -  |   |  |  |   |                 |             |
|------------------------------------|---|--|---|--|--|---|-----------------|-------------|
| 5. The fields need                 | led to complete a Quantum   | 🂷 📀 🌞 - 🖏  | e 🔐 ) 🔹   |  | UPS WorldShip  |   |                 | - 🗆 X       |
| View Notify shi                    | View Notify shipment notification appear to   | Home My Serv   | vices Tools Printing  | g Activities Import-Expo   | ort UPS.com Support  |   |                 | <b>∨0</b> - |
| Click the Recip                    | check box.  | Ship Fit       Ship Fit         Customer IQ:       Company or Nam         XYZ Company       Atlentjon:         Addregs 1:       4311 Highwier Rid         4311 Highwier Rid       County/Terntory;         United States       City or Town:         UNITERVILLET       Telephone:         ( ) ~ [ ]       UPS Account Nun         Shipper       XXXXXX         XXXXXXX       Your invoice may volume and states | ♥ Update Addre       ■ Residential       tee       Oad       Address 3:       ♥ Postal Code:       ♥ 2103-       State/Province/C       IMONIL       MD       E-mail Address: | ss Book<br>Shipmen Optic<br>Handing C<br>Handing C | Click the Recipient<br>cells the Recipient<br>cells notification re-<br>cells notification re-<br>cells notification re-<br>cells notification re-<br>ship From Comp<br>WS Test Shippe<br>Subject Line:<br>Failed E-mail Ad<br>Pailed E-mail Ad<br>Pailed E-mail Ad<br>Option Cost<br>Total Cost | 15 buton to add or<br>sippents.<br>any or Name:<br>r<br>H<br>dress:<br>0.00 USD<br>7.82 USD<br>Detail Cost<br>Process Shipment<br>F10 | rending: 0 Shpm |             |
| 6. The Quantum (<br>(Shipment) win | View Notify Recipients dow appears.   | Quantum View<br>Recipients   | Notify Recipients (S  | Shipment)  |  | Notification Type(s)  |                 | 2 💌         |
| e Complete                         | the empil information for up  | Company or Nar   | me:   | Contact Name:  | E-mail Address:  | Ship  | Exception       | Delivery    |
|                                    | <ul> <li>Complete the e-mail information for up to five e-mail recipients.</li> </ul> | XYZ Company  |   | -  | customer@ups.com   |   |                 |             |
| to live e-li                       |   | MMM Automobil  | le .  | -  | jowner@ups.com   |   |                 |             |
| <ul> <li>Specify th</li> </ul>     | e notification type(s) for each   |  |   | -  |  |   |                 |             |
|                                    | See the Notes at the end of   |  |   | -  |  |   |                 |             |
| this docur                         | nent.   |  |   | -  |  |   |                 |             |
| Clink the (                        |   |  |   |  |  |   |                 |             |
| Click the OK button.               |   | General Options<br>Ship From Comp  |   | ed E-mail Address:   | Subject Lin  | e:  | 01              |             |
| Note: You car                      | n select multiple notification  | WS Test Shippe   | er  |  | Tracking   | Number 🔻  | <u></u> K       | ~0          |
| types for each recipient.          |   | Memo:  |   |  |  |   | Cance           |             |
|                                    |   |  |   |  |  |   | Help            |             |
|                                    |   |  |   |  |  |   |                 |             |



| 7. The Shipping window appears.  | UPS WorldShip X   |
|--|---|
| <ul> <li>Complete any further information on the Options tab.</li> <li>Click the Process Shipment F10 button.</li> </ul> | Home       My Services       Tools       Printing Activities       Import-Export       UPScom       Support         Ship From Distribution   <br>Customer ID       Import-Export       UPScom       Support       Fefference         Customer ID       Import-Export       Device Options       Detail       Fefference         Customer ID       Import-Export       Processory       Import-Export       Device Options       Detail         Address 1       Address 3       Import-Export       Device Options       Detail       Reference         Address 1       Address 3       Import-Export       Device Options       Device Options       Device Options         Address 2       Address 3       Import-Export       Processory Options       Device Options       Device Options       Device Options       Device Option Cost       Doption USD       Total Cost       7.82 USD       Device Options       Flor       Device Options       Process Shipment         Viscor       UPS       UPS       UPs       Memory       Process Shipment       Process Shipment       Process Shipment       Process Shipment       Process Shipment |
| 8. A blank Shipping window appears.  | UPS WorldShip - II X  |
| On the Home tab, select History or press<br>the F3 key on the keyboard.  | Home       My Services       Totols       Printing Activities       Import-Export       UPScom       Support       Import-Export       Price       P  |
|  | U Ver: XOFY Pending: 1 Shpmt(s), 1 Pkg(s)tj   |



| 9. The Shipment History window shows the shipment under UPS Pickups.<br>Review the Quantum View Notify information by clicking the Quantum View Notify Details button.   | Image: Construction of the second state of the second s |  |
|--|---|--|
| <ol> <li>The Quantum View Notify Details<br/>(Shipment) window appears. This window is<br/>read-only.</li> <li>Review the Quantum View Notify<br/>information.</li> <li>Click the OK button to close this<br/>window and return to the Shipment<br/>History window.</li> </ol> | Quantum View Notify Details (Shipment)         Recipients         Company or Name:         Contact Name:         E-mail Address:         XYZ Company         MMM Automobile         jowner@ups.com         Image: Ship Exception Delivery         General Options         Ship From Company or Name:         Failed E-mail Address:         Subject Line:         WS Test Shipper         Memo:   |  |



### Notes:

- The following Quantum View Notify shipment and package notification options allow you to send an e-mail to your customers informing them of details associated with the package or shipment.
  - **Ship Notification –** an e-mail alerts the recipient(s) that UPS received package or shipment information.
  - **Exception Notification –** an e-mail message alerts the recipient(s) of a rescheduled delivery date.
  - **Delivery Notification –** an e-mail message alerts the recipient(s) about the delivery of a package or shipment, including the date, time, and name of the recipient.
- The following Quantum View Notify shipment and package notification options appear if you also select the Return Services shipment option:
  - **Label Creation –** an e-mail alerts the recipient(s) that labels were created.
  - o **In-Transit** an e-mail alerts the recipient(s) that a package or shipment is in transit.
  - **Exception Notification –** an e-mail message alerts the recipient(s) of a rescheduled delivery date.
  - **Delivery Notification –** an e-mail message alerts the recipient(s) about the delivery of a package or shipment, including the date, time, and name of the recipient.