

ORACLE GLOBAL TRADE MANAGEMENT

TRAINING TOPIC: CARRIER GUIDE

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Document Control

Change Record

| Date | Author | Version | Change Reference |
|------------|------------|---------|------------------|
| 02/21/2022 | Harsha D V | V1 | Initial Draft |
| | | | |

| Date | Author | Version | Change Reference |
|------|--------|---------|------------------|
| | | | |

Reviewers

| Name | Position |
|-------------------|----------------------|
| Anoop Jangamakote | Solution Architect |
| Sai Lingozi | Functional Lead |
| Tracy Smith | Technical Lead |
| Pranav Tekale | Technical Consultant |
| Harsha DV | Technical Consultant |

1 Purpose

The purpose of this training document is to educate Carrier's about the navigation and functionality of OTM application.

2 Overview

2.1 Application Login Page



Weatherford OTM Account Sign In

Your login credentials would have been received via email with a temporary password. After you reset permanent password, you can use those credentials to fill the Username/Password and then click on sign in.

User Name

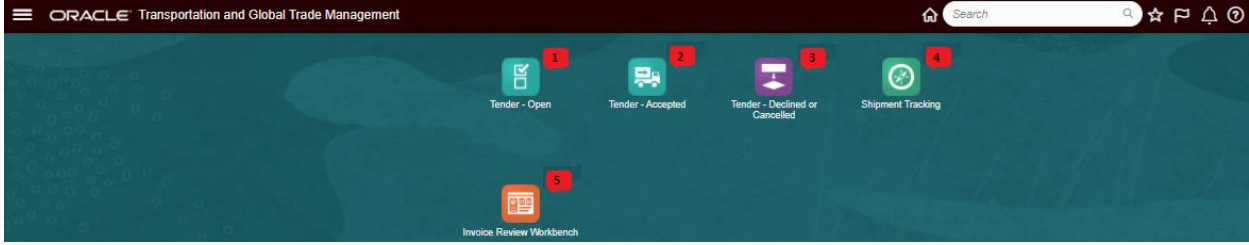
Password

Need help signing in? [Click here](#)

[Cookie Preferences](#)

| | |
|-----------------------|--|
| Production URL | https://otmgtm-weatherfordotmgtm.otmgtm.us-phoenix-1.ocs.oraclecloud.com |
|-----------------------|--|

Upon successful login, the Springboard page is landing page and will be the starting point for all navigations.



Carrier User role will have 5 Major tiles on screen

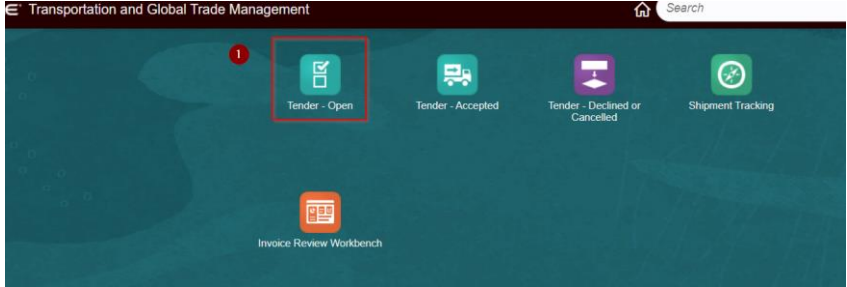
1. **Tender - Open:** All open tenders will be visible in this screen.
2. **Tender - Accepted:** All accepted tenders will be visible in this screen.
3. **Tender – Declined or Cancelled:** All declined or cancelled tenders will be visible in this screen.
4. **Shipment Tracking:** Tracking events are added/viewed from this screen.
5. **Invoice Review Workbench:** This is single screen view of all Invoices along with associated Invoice Lines and Shipments

3 Tender Execution

3.1 Accept/Decline Tender

Trigger: Shipment tender needs to be Accepted/Declined by Carrier

Prerequisite: Shipment Tendered to the carrier and that Carrier has login to OTM SERVPROV_WFRD role

| Instructions | Screenshots |
|--|--|
| <ol style="list-style-type: none"> 1. Click on Tender – open Screen 2. Enter any search criteria from the tender email notification received. Click on search |  |

3. Select the shipment Tender Offer
4. Click **Edit** to check the details
5. **Scroll** right to check the details
6. Click **Actions** to Accept or Decline the tender offer.

7. Click **Accept tender**

8. New “Accept This Shipment” Pop Up Screen will come.
Enter any details needed
Click on **Finished** button

Or

7. Click **Decline tender**
8. New “Decline This Shipment” Pop Up Screen

ORACLE Transportation and Global Trade Management

Online Booking/Tendering Finder

Online Booking/Tendering | Transport | Details | Order Release | Booking | General | Advanced | Audit | Calcult

Shipment Reference Number: [] Begins With

Shipment Reference Qualifier: ACTUAL_CARRIER: AO

Respond By (GMT): Same As

Tender Type: Ordinary

Indicator: []

Domain: [] Begins With

Tender Acceptance Status: ACCEPTED

Tender Offer Status: []

Total Number of Stoj: []

Origin Location ID: []

Origin Location Name: []

Origin City: []

Origin Province Cod: []

Destination Country: []

Destination Location: []

Destination Location: []

Destination City: []

Destination Province: []

Search | Sort Order | Actions | Export | Saved Query: [] | Execute Query | Actions | Edit | Save

ORACLE Transportation and Global Trade Management

Online Booking/Tendering Total Found: 1

Actions | 66 | [] | []

| ID | Shipment | Indicator | Tender Type | Tender Offer Status | Tender Acceptance ... | Responding User | Origin Loca |
|--------|----------|-----------|-------------|---------------------|-----------------------|-----------------|-------------|
| 383177 | 25002 | | Ordinary | OUTSTANDING | NO RESPONSE | | 10251 |

Accept Tender

ORACLE Transportation and Global Trade Management

Accept This Shipment

Save

Remarks

Remark Text: []

Remark Qualifier ID: []

Planner Equipment

| Shipment Equipment | Equipment Index | Equipment Group | Equipment Type | Equipment ID | Equipment Initial | Equipment Number | Equip Initial |
|--------------------|-----------------|-----------------|----------------|--------------|-------------------|------------------|---------------|
| WFRD.68004 | | 53_FT_CONTAINER | | | | | |

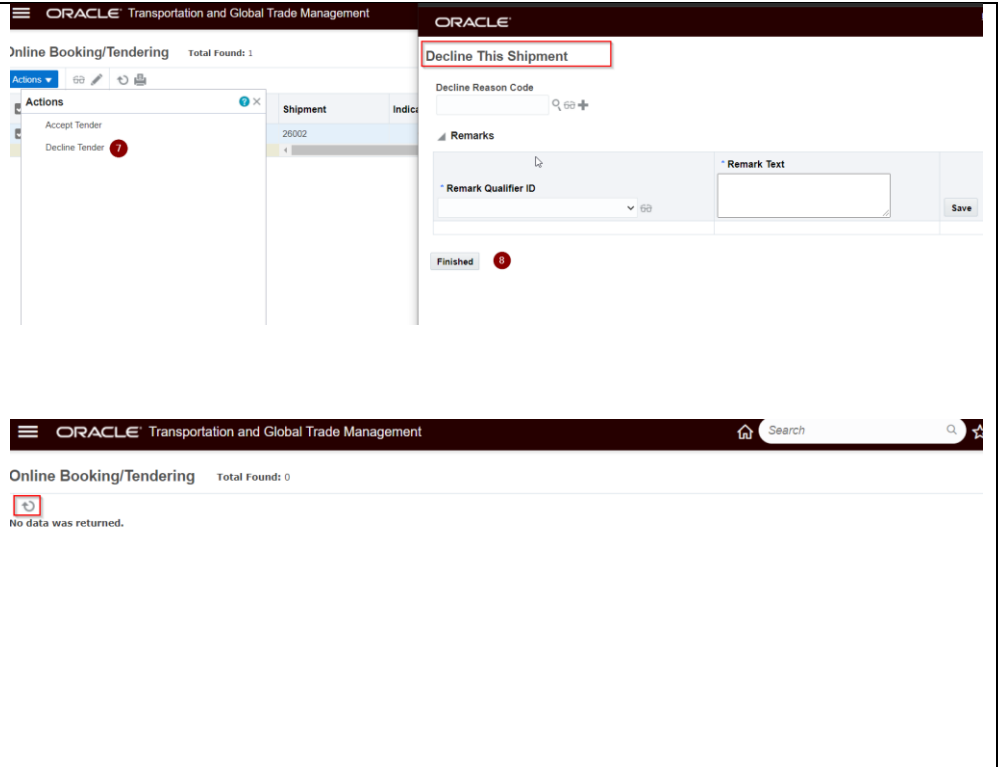
Pickup Date Time

Pickup Date Time: 2021-11-11 07:24:30

Finished

will come. Enter any details needed Click on **Finished** button

- Refresh screen using **Refresh** button and Shipment Tender Offer is removed from Online Booking/Tendering screen



3.2 Submit spot bid Tender

Trigger: Shipment spot bid tender response Bid needs to be submitted by a carrier

Prerequisite: Shipment is spot bid tendered

| Instructions | Screenshots |
|--|-------------|
| <ol style="list-style-type: none"> Click on Tender – open Screen | |

2. Enter any search criteria from the tender email notification received. Click on **search**

ORACLE Transportation and Global Trade Management

Online Booking/Tendering Finder

Online Booking/Tendering | Transport | Details | Order Release | Booking | General | Advanced | Audit | Calc:

Shipment Reference Number: Begins With

Shipment Reference Qualifier: ACTUAL_CARRIER, AO, RD

Respond By (GMT): Same As

Tender Type: Ordinary, Broadcast Tender, Spot Bid

Indicator:

Domain: Begins With

Tender Acceptance Status: ACCEPTED, REJECTED, CONDITIONALLY ACCEPTED, PARTIALLY ACCEPTED

Tender Offer Status:

Buttons: Search, Sort Order, Actions, Export, Saved Query: Execute Query, Actions, Edit, Save

3. Select the shipment Tender Offer

ORACLE Transportation and Global Trade Management

Online Booking/Tendering

Total Found: 2

| ID | Shipment | Indicator | Tender Type | Tender Offer Status | Responding User | Origin Location ID | Origin Location Na |
|--------|----------|-----------|-------------|---------------------|-----------------|--------------------|--------------------|
| 383197 | 14000005 | | Spot Bid | TENDER OPEN | | PACKER_SQL | |
| 383179 | 26002 | | Spot Bid | TENDER OPEN | | 10251 | WEATHERFORD_OR |

4. Click **Edit** to check the details

5. Scroll to the Bottom of the page

6. Select the Service provider

7. Enter your **Bid amount**

ORACLE Transportation and Global Trade Management

Online Booking/Tendering Result

Tender ID: 263179 - Tender Offer Status: TENDER OPEN

Reference Numbers:

| Shipment Reference Number Qualifier | Shipment Reference |
|-------------------------------------|--------------------|
| GLOC: WFRD.CONTAINERIZED | WFRD.26002 |
| | NO |

Reference Numbers From Primary Shipment:

| Shipment Reference Number Qualifier | Shipment Reference |
|-------------------------------------|--------------------|
| GLOC: CONTAINERIZED | WFRD.26002 |
| | NO |

Bids:

Bid Close Date: 2022-02-07 19:14 GMT | Current Date: 2022-02-07 01:26 GMT

Select Service Provider:

| Service Provider ID | Service Provider Name | Indicator | Last Bid | New Bid |
|---------------------|-----------------------|-----------|----------|--------------------------|
| WFRD.L714427 | BNSF | | | <input type="text"/> USD |

Buttons: Submit Bid

8. Submit bid

9. Successfully bid submitted screen comes up

[Online Booking/Tendering Result](#) > Results

Results

9

Success

You successfully modified the following records:

383179 ☆

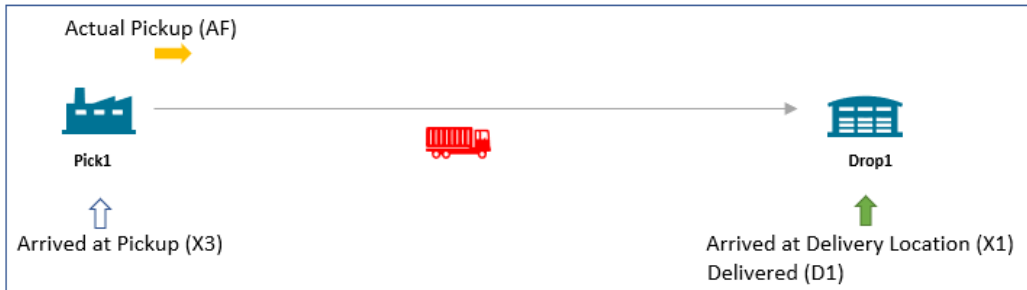
View

Edit

Modify Another

4 Tracking Events

The below diagram depicts the Shipment execution events captured via integration (or) manually in OTM by Carriers or Planners during the life cycle of Shipment.



4.1 Adding Tracking Events

| Instructions | Screenshots |
|--|-------------|
| <p>1. Click on the menu link “Shipment Tracking”</p> <p>2. Enter the Shipment ID for which events to be added</p> <p>3. Click Search button.</p> <p>Shipment matching search criteria will be listed on result page</p> | |

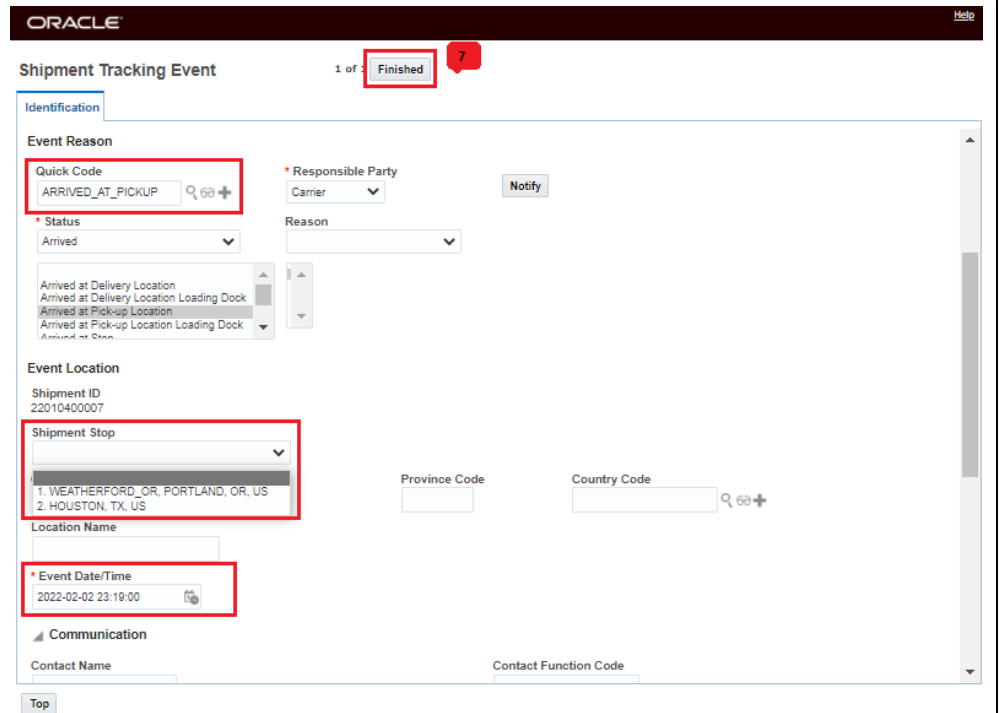
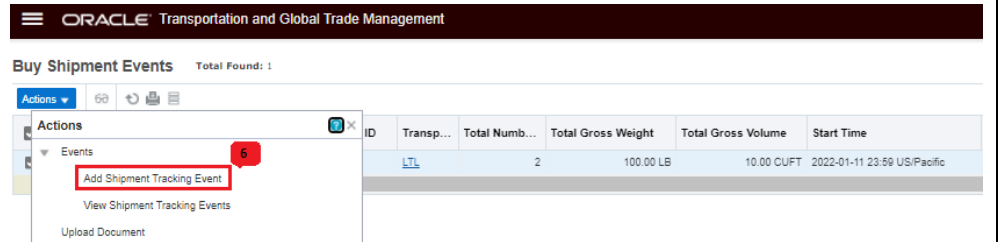
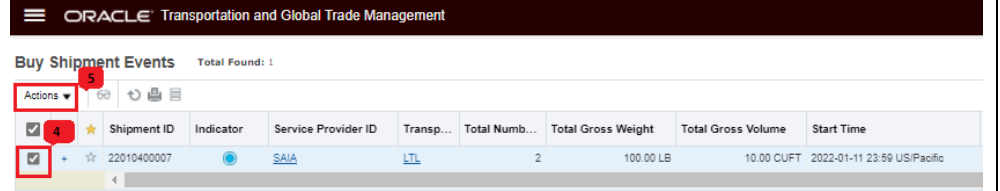
4. Select Applicable Shipment

5. Click on **Actions** button

6. Navigate and click on to **Action Events > Add Shipment Tracking Event**

7. A new page for entering **Tracking Event** will open.

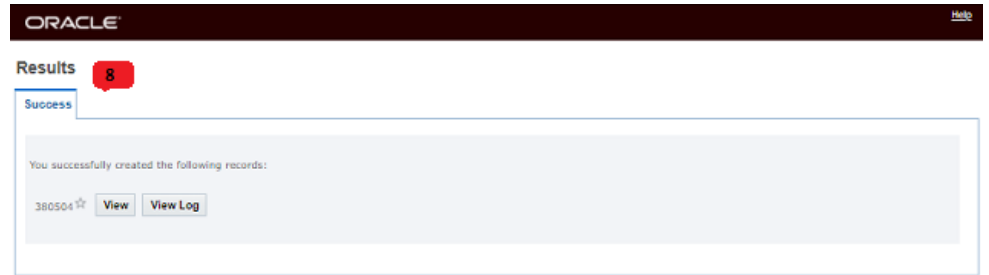
- Select value from Quick Code, as and when Quick code is selected, Responsible Party and Status field gets populated
- Enter at what location event has happened in Shipment Stop
- Enter Event Date/Time to capture when event has happened
- Click on Finished button which is available at the top of the page



The following quick codes can be used for the related events.

| Quick Code | Quick Code Description | Status Code |
|----------------------|-----------------------------|-------------|
| ACTUAL_PICKUP | Arrived at Pickup | Carrier |
| ARRIVED_AT_PICKUP | Actual Arrival | Carrier |
| ARRIVED_AT_DELIVERY | Arrived at Delivery | Carrier |
| ARRIVED_AT_DEST_PORT | Arrived at Destination Port | Carrier |
| DELIVERED | Delivered | Carrier |

8. A confirmation page will be displayed



4.2 View Tracking Events

Tracking events added for a shipment can be viewed by following below steps

| Instructions | Screenshots |
|--|-------------|
| <p>1. Click on the menu link “Shipment Tracking”</p> <p>2. Enter the Shipment ID for which events to be added</p> <p>3. Click Search button.</p> <p>Shipment matching search criteria will be listed on result page</p> | |

4. Select Applicable Shipment

5. Click on **Actions** button

6. Navigate and click on to Action **Events > View Shipment Tracking Events**

7. A new page will be displayed with the details of the events.

ORACLE Transportation and Global Trade Management

Buy Shipment Events Total Found: 1

Actions

| Shipment ID | Indicator | Service Provider ID | Transp... | Total Num... | Total Gross Weight | Total Gross Volume | Start Time |
|-------------|-----------|---------------------|-----------|--------------|--------------------|--------------------|-----------------------------|
| 22010400007 | | SAJA | LTL | 2 | 100.00 LB | 10.00 CUFT | 2022-01-11 23:59 US/Pacific |

ORACLE Transportation and Global Trade Management

Buy Shipment Events Total Found: 1

Actions

- Events
 - Add Shipment Tracking Event
 - View Shipment Tracking Events**
 - Upload Document

| ID | Transp... | Total Num... | Total Gross Weight | Total Gross Volume | Start Time |
|-----|-----------|--------------|--------------------|--------------------|-----------------------------|
| LTL | | 2 | 100.00 LB | 10.00 CUFT | 2022-01-11 23:59 US/Pacific |

Shipment Tracking Events

Reference Numbers

| Shipment Qualifier | Shipment Reference Number |
|--------------------|---------------------------|
| G-LOG IDENTIFIER | WFRD.22010400007 |
| ROUTE_LEG_POSITION | FIRST |

Shipment Tracking Event History

| Event Description | Event Location | Event Date/Time | Reason Description | Reporting User | Contact Name | Contact Function Code | Temperature | Details |
|-----------------------------|-------------------------------------|-----------------------------|--------------------|-------------------|--------------|-----------------------|-------------|---------|
| Arrived at Pick-up Location | 1. WEATHERFORD OR, PORTLAND, OR, US | 2022-02-02 23:19 US/Pacific | | SERVPROV.WFRD-111 | | | | |

Order Base

| Order Base ID | Shipment Ship Unit ID | Shipment Ship Unit Line ID |
|---------------|-----------------------|----------------------------|
| | | |

Source Geography: WEATHERFORD_OR, PORTLAND, OR, US
Destination Geography: HOUSTON, TX, US
Equipment Initial/Number:
Pickup Date/Time: 2022-01-11 23:59 US/Pacific
Delivery Date/Time: 2022-01-15 00:00 America/Chicago

Shipment Comments

| Remark Sequence Number | Remark Qualifier ID | Remark Text |
|------------------------|---------------------|-------------|
| | | |

Top Add Shipment Tracking Event View Milestones

5 Invoicing

This is for NON-EDI carriers to review invoices

Once a carrier has completed the trip and entered the necessary tracking events, the shipment can generate an invoice to be sent to the carrier if the carrier is not integrated to send invoices (EDI).

Shipments (Integrated Carriers) will have an invoice submitted from the carrier via Integration. There are auto approval rules set up to approve the invoice if the tolerance lines up.

In the event a carrier is not yet connected, their invoices will be auto generated by OTM at the shipment level based upon receipt of the shipment status indicating the transportation is complete.

Note: Auto-Generation vs EDI is determined by the Communication method that is present on the service provider.

5.1 Invoice Processing

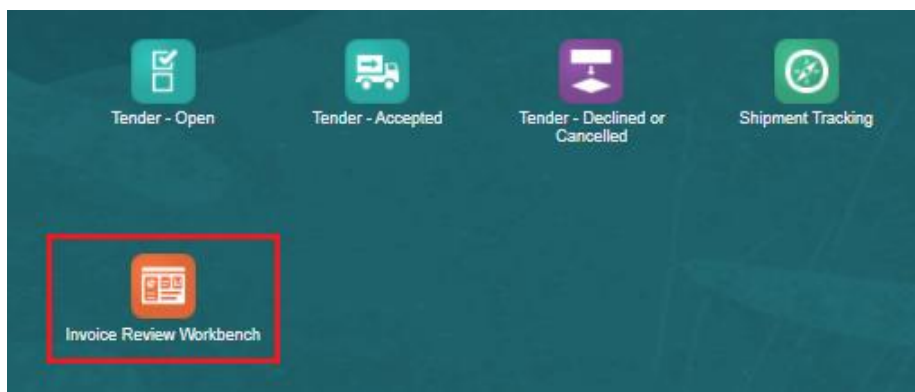
The carrier will review and either request approval from Weatherford or enter the new requested amount along with a reason to submit to Weatherford.

Requirements for approval (matching rule, attached documents).

1. Delivery complete tracking event must be entered
2. Carrier Invoice number cannot be equal to OTM default
3. Signed POD must be uploaded
4. Carrier must click action to request approval
5. An invoice cannot be edited after it has been approved and vouchered

5.1.1 Invoice Review – Auto Approve

Carrier can perform various actions on the invoice from the “Invoice Review Workbench”.



| Instructions | Screenshots |
|---|-------------|
| <p>1. Click on the Invoice Review Workbench</p> <ul style="list-style-type: none"> • “Invoice Unapproved” tab in top pane shows list of unapproved invoices • Invoice Number not entered, and POD document not uploaded on related shipment • Payment Status is PAYMENT REQUEST_NOT SUBMITTED | |
| <p>2. Select the applicable invoice</p> | |
| <p>3. Click on Actions button</p> | |
| <p>4. Navigate and click on to Action Request Approval</p> | |
| <ul style="list-style-type: none"> • Payment Status is changed to PAYMENT REQUEST_SUBMISSION FAILED as Invoice Number not entered and POD not uploaded • Approve indicator is changed to YELLOW | |
| <p>5. Click on the “Inline Edit” icon</p> | |
| <p>6. Enter the Carrier Invoice Number</p> | |
| <p>7. Click on the “Save” icon</p> <ul style="list-style-type: none"> • Invoice Number Entered column will be marked green | |

8. Navigate and click on the action **“Upload Document”** on the related shipment.

| ID | Match | Invoice Number Entered | POD | Approve | Sent for Payment | OTM Invoice Number | Carrier Invoice Number | Current Amount | Original Amount | Cost Difference | Invoice/Bill Date | Payment Status |
|--------------------|-------|------------------------|-----|---------|------------------|--------------------|------------------------|----------------|-----------------|-----------------|----------------------|-----------------------------------|
| WFRD.20220203-0001 | ✓ | ✓ | ✓ | ⚠ | ✓ | 20220203-0001 | IN234556 | 628.70 USD | 628.70 USD | 0.00 USD | 2022-02-03 15:45 GMT | PAYMENT_REQUEST_SUBMISSION_FAILED |

9. Browse and select the document to be uploaded on the new page that opens

10. Select **SIGENED_POD_BOL** from the **“Content Management System”** dropdown list

11. Click on **Upload** button

- Confirmation screen will be displayed
- POD column will be marked green

Upload Document

Document File:

Content Management System:

Documents Upload Successful

You have successfully uploaded the following documents:

| Document ID | File Name | View Content |
|-----------------------|-------------------|---|
| WFRDTEST_DOCUMENT1200 | TEST_DOCUMENT.pdf | <input type="button" value="View Content"/> |

12. Navigate and click on to Action **Request Approval**

- Payment Status is changed to **PAYMENT REQUEST_APPROVED** as Invoice is auto approved
- Approve indicator is changed to **GREEN**
- ‘Sent for Payment’ is marked as **GREEN**

| ID | Match | Invoice Number Entered | POD | Approve | Sent for Payment | OTM Invoice Number | Carrier Invoice Number | Current Amount | Original Amount |
|--------------------|-------|------------------------|-----|---------|------------------|--------------------|------------------------|----------------|-----------------|
| WFRD.20220203-0001 | ✓ | ✓ | ✓ | ✓ | ⚠ | 20220203-0001 | IN234556 | 628.70 USD | 628.70 USD |

| ID | Match | Invoice Number Entered | POD | Approve | Sent for Payment | OTM Invoice Number | Carrier Invoice Number | Current Amount | Original Amount | Cost Difference | Invoice/Bill Date | Payment Status |
|--------------------|-------|------------------------|-----|---------|------------------|--------------------|------------------------|----------------|-----------------|-----------------|----------------------|--------------------------|
| WFRD.20220203-0001 | ✓ | ✓ | ✓ | ✓ | ✓ | 20220203-0001 | IN234556 | 628.70 USD | 628.70 USD | 0.00 USD | 2022-02-03 15:45 GMT | PAYMENT_REQUEST_APPROVED |

13. Invoice will be listed in the 'Invoice Approved' tab

| ID | Match | Invoice Number Entered | POD | Approve | Sent for Payment | OTM Invoice Number | Carrier Invoice Number | Current Amount | Original Amount | Cost Difference | Invoice/Bill Date | Payment Status |
|-------------------|-------|------------------------|-----|---------|------------------|--------------------|------------------------|----------------|-----------------|-----------------|----------------------|--------------------------|
| WFRD_20220203-001 | ✓ | ✓ | ✓ | ✓ | ✓ | 20220203-001 | IN24595 | 828.70 USD | 828.70 USD | 0.00 USD | 2022-02-03 15:48 GMT | PAYMENT_REQUEST_APPROVED |

14. Once the Payment information is received the details will be visible in the 'Invoice Payment Information' tab

| ID | Match | Invoice Number Entered | POD | Approve | Sent for Payment | OTM Invoice Number | Carrier Invoice Number | Current Amount | Original Amount | Cost Difference | Invoice/Bill Date | Payment Status | Approved Cost | Payment Date | Payment Reference Number |
|-------------------|-------|------------------------|-----|---------|------------------|--------------------|------------------------|----------------|-----------------|-----------------|----------------------|----------------------------------|---------------|----------------------|--------------------------|
| WFRD_20220203-001 | ✓ | ✓ | ✓ | ✓ | ✓ | 20220203-001 | IN24595 | 828.70 USD | 828.70 USD | 0.00 USD | 2022-02-03 19:38 GMT | PAYMENT_REQUEST_PAYMENT_RECEIVED | 828.70 USD | 2022-02-03 00:00 GMT | IN-20220203-0001 |

- Payment Status is changed to PAYMENT REQUEST_PAYMENT RECEIVED
- Approved Cost, Payment Date and Payment Reference Number will be displayed

5.1.2 Invoice Review – with adjustment

| Instructions | Screenshots | | | | | | | | | | | | | | | | | | | | | | | | | | |
|---|---|------------------------|-------|------------------------|------------------|--------------------|------------------------|--------------------|------------------------|-----------------|----------------------|-------------------------------|-------------------|----------------|-------------------|---|---|---|---|---|--------------|---------|------------|------------|----------|----------------------|-------------------------------|
| <p>1. Click on the Invoice Review Workbench</p> <ul style="list-style-type: none"> • “Invoice Unapproved” tab in top pane shows list of unapproved invoices • Invoice Number entered, and POD document uploaded on related shipment • Payment Status is PAYMENT REQUEST_NOT SUBMITTED | <table border="1"> <thead> <tr> <th>ID</th> <th>Match</th> <th>Invoice Number Entered</th> <th>POD</th> <th>Approve</th> <th>Sent for Payment</th> <th>OTM Invoice Number</th> <th>Carrier Invoice Number</th> <th>Current Amount</th> <th>Original Amount</th> <th>Cost Difference</th> <th>Invoice/Bill Date</th> <th>Payment Status</th> </tr> </thead> <tbody> <tr> <td>WFRD_20220203-002</td> <td>✓</td> <td>✓</td> <td>✓</td> <td>○</td> <td>○</td> <td>20220203-002</td> <td>IN44982</td> <td>828.70 USD</td> <td>828.70 USD</td> <td>0.00 USD</td> <td>2022-02-03 16:08 GMT</td> <td>PAYMENT_REQUEST_NOT SUBMITTED</td> </tr> </tbody> </table> | ID | Match | Invoice Number Entered | POD | Approve | Sent for Payment | OTM Invoice Number | Carrier Invoice Number | Current Amount | Original Amount | Cost Difference | Invoice/Bill Date | Payment Status | WFRD_20220203-002 | ✓ | ✓ | ✓ | ○ | ○ | 20220203-002 | IN44982 | 828.70 USD | 828.70 USD | 0.00 USD | 2022-02-03 16:08 GMT | PAYMENT_REQUEST_NOT SUBMITTED |
| ID | Match | Invoice Number Entered | POD | Approve | Sent for Payment | OTM Invoice Number | Carrier Invoice Number | Current Amount | Original Amount | Cost Difference | Invoice/Bill Date | Payment Status | | | | | | | | | | | | | | | |
| WFRD_20220203-002 | ✓ | ✓ | ✓ | ○ | ○ | 20220203-002 | IN44982 | 828.70 USD | 828.70 USD | 0.00 USD | 2022-02-03 16:08 GMT | PAYMENT_REQUEST_NOT SUBMITTED | | | | | | | | | | | | | | | |

2. Select the invoice, right-click on the record and click on **Edit**.

- New page will open with invoice details

3. Enter 'Carrier Reason for Editing Cost' in the header page

4. Click on 'Line Items' button

5. Click on 'New Line Item' button in Line Items tab

6. Enter the details in the new page that opens

- Enter Freight Charge
- Enter Cost Type
- Enter Description
- Enter Accessorial Code
- Click on **Save** button

The screenshot shows a table with columns: ID, Match, Invoice Number Entered, POD, Approve, Sent for Payment, OTM Invoice Number, Carrier Invoice Number, Current Amount, and Original Amount. A row is selected with ID 'WFRD.20220203-0002'. A context menu is open over the 'Edit' button, with 'Edit' highlighted. A red circle '2' is around the 'Edit' button.

The screenshot shows the 'Invoice' header page. Fields include Invoice ID, Invoice Number, Financial Consolidation Type, Original Invoice ID, Service Provider ID, Status, Payment Method, Amount Due, Fixed Cost, Credit Note, Invoice Source, Amount Due with VAT, Due Date, Invoice Date, Date Received, Exchange Rate Date, and Carrier Reason for Editing Cost. The 'Carrier Reason for Editing Cost' field is highlighted with a red box and labeled '3'. A 'Line Items' button is highlighted with a red box and labeled '4'.

The screenshot shows the 'Line Items' table with columns: Line Item Sequence, Cost Type, Description, Unit Count, Transport Handling Unit, Freight Charge, Accessorial Code, and Adjustment Reason. A 'New Line Item' button is highlighted with a red box and labeled '5'.

The screenshot shows the 'Line Item' detail page. Fields include Line Item Sequence Number, Freight Charge, Prepaid Amount, Cost Type, Transport Handling Unit, Unit Count, Payment Method Code ID, Description, Weight, Volume, Process As Flow Through, Accessorial Code, Accessorial Description, Adjustment Reason, Marks, Marks Qualifier, Declared Value, Declared Value Qualifier, Freight Weight Value, Freight Rate Qualifier, Flexible Commodity Qualifier, Commodity Code, Bill as Quantity, Build as Qualifier, Compartment ID, General Ledger Code, Import/Export Licenses, Export License Control, Country Code, Export License Expiration Date, Export License Number, Import License Issue Date, Import License Expiration Date, Import License Number, Reference Numbers, Reference Number Qualifier ID, Reference Number, and Save/Cancel buttons. Several fields are highlighted with red boxes: Freight Charge (labeled '6'), Cost Type (labeled '7'), Description (labeled '8'), Accessorial Code (labeled '9'), and Save (labeled '10').

7. New **Line Item** record will be added, click on **Finished** button

- Invoice cost is updated to 776.70

8. Navigate and click on the Action **Request Approval**

- Payment Status is changed to **PAYMENT REQUEST_PENDING REVIEW** as the amount is out of tolerance
- Approve indicator is changed to **ORANGE**
- Invoice will be reviewed by **FINANCE** people

The screenshot displays the Oracle Invoicing interface. At the top, the Oracle logo is visible on the left, and a '7' in a red circle highlights the 'Finished' button in the top right corner. Below the logo, the text 'Invoice' is followed by '1 of' and 'Finished' in a red box, and an 'Actions' button. The main content area is titled 'Line Items' and shows a table with the following data:

| Line Item Sequence | Cost Type | Description | Unit Count | Transport Handling Unit | Freight Charge | Accessorial Code | Adjustment Reason |
|--------------------|-------------|-------------|------------|-------------------------|-----------------|------------------|-------------------|
| 1 | Basic | B | | | 626.70 USD (60) | | |
| 2 | Accessorial | PICKUP COST | | | 150.00 USD (60) | PUC | |

Below the table, there is a 'New Line Item' button and a 'Top' button. The interface also shows navigation tabs for 'Invoice Unapproved', 'Invoice Approved', 'Invoice Rejected', 'Invoice Payment Information', and 'Invoice Not Matched'. A search bar is present with the text 'Saved Search: I_INVOICES'. Below this, there are two tables showing invoice details. The first table has a 'Request Approval' button highlighted in red. The second table shows the 'Approve' button highlighted in red, and the 'Payment Status' column for the invoice WFRD.20220203-0002 is highlighted in red, showing 'PAYMENT REQUEST_PENDING REVIEW'.