TradeWeb™ **Live!** Express Training

Synopsis

The One Day Express TradeWeb™ Live! training programme is a quick hands-on session for existing users or users who are switching from other front-end software to TradeWeb™ Live! The programme provides an overview of the registration process and hands-on practice to learn the importation and exportation of goods declaration. The participants will also gain a better understanding of TradeNet® declarations and permit fees

Course Objective

This is a quick, structured hands-on training programme designed to equip existing declarants with the skills to prepare, submit trade declarations and receive trade permits using TradeWeb™ Live! System. The programme focuses on providing experiential teaching through effective use of case studies, incorporating regulatory requirements and steps to prepare trade declarations.

Who should attend?

Declarants who need quick course on TradeWeb™ Live!

Course Structure

A 1-day session

Course Fee

The course fee for TradeWeb™ **Live!** Express Training (1 Day) is $192.60 (inclusive GST)

Brochure

Please click here for course outlines, course dates and other information.

Contact Us

For enquiries, please call Tel: +65 68877333 or email to training@crimsonlogic.com

TradeWeb™ Live! Express Training

Course Outline

- Overview of TradeWeb™ Live!

- Login and Mailbox User-IDs, Password Management

- Declaration Hands on Session:

  - Export Declaration
  - Import Declaration
  - Transhipment Declaration
  - Certificate of Origin

- Permit Management Update

  - Amendments
  - Cancellation
  - Refund

- Tips to reduce data entry in Permit fields

  - Company Setup/User Profiles and Code Tables Management
  - Using Template for mass upload
  - Copy feature
  - HS Code Search Engine
  - Data Integration via XML (TRW Integrator)

- Effective Ways to prepare Reports

  - Generate Reports using Report Wizard
  - Generate Reports using Report Template
  - Consolidate Reports using Permit Reconciliation Report Function including Shipments through AEC

- TradeWeb™ Live! Billing Information

- Common Errors to Avoid

Time:

9am – 5pm

TradeWeb™ **Live!** Express Training

To register, please submit your registration form at least 5 days before the course starts via email to training@crimsonlogic.com

Course Dates	No. of Pax		Course Dates	No. of Pax		Course Dates	No. of Pax
19 March 20			16 June 20			28 Sep 20	
30 March 20			29 June 20			14 Oct 20	
17 April 20			14 July 20			26 Oct 20	
27 April 20			29 July 20			13 Nov 20	
22 May 20			26 Aug 20			3 Dec 20	
			15 Sep 20				

Please register the above _____ No. of pax for the above course(s).

Payment Mode:

- **GIRO**
  Acct ID _____

GIRO transaction will be activated before the training date. No invoice/official receipt will be issued for GIRO transactions. User will need to print it from the NBS system https://myaccount.crimsonlogic.com.

- **Cheque**
  Cheque No. _____ for **S$**_____
  made payable to **GeTs Asia Pte Ltd**

Please write the course title, date and name(s) of the training participant(s) on the back of the cheque. Cheque payment must be received by Crimsonlogic, at least 7 days before the training date.

Company Details (if applicable)

Company Name   _____

Company Address   _____

Contact Person   _____

Tel. No.   _____

eMail   _____   Company Stamp

TradeWeb™ Live! Express Training

Training Participant's Details & Consent (mandatory)

Name (Mr/Ms)   _____

Designation   _____

Tel. No.   _____

eMail   _____   Signature and Date

Name (Mr/Ms)   _____

Designation   _____

Tel. No.   _____

eMail   _____   Signature and Date

Name (Mr/Ms)   _____

Designation   _____

Tel. No.   _____

eMail   _____   Signature and Date

Name (Mr/Ms)   _____

Designation   _____

Tel. No.   _____

eMail   _____   Signature and Date

" I consent to the collection, use and disclosure of personal data in accordance with CrimsonLogic's Privacy Policy which can be found at www.crimsonlogic.com."

TERMS & CONDITIONS

1. Registration. Completed Registration Form with company stamp, must reach us at least seven (7) days before commencement of training session.

2. Payment.

    - GIRO transaction will be activated at least one (1) week before the training date. No invoice / official receipt will be issued for GIRO transactions. User will need to print it from the NBS system https://myaccount.crimsonlogic.com.

    - Cheque Payment is to be made payable to GeTS Asia Pte Ltd and should reach us at least seven (7) days before the training date.

3. Refunds. There will be no refund of training fees deducted via GIRO, cheque or other forms of payments for cancellation of registered participants or "no show" occurrence on the day of the training session.

4. Replacement. A registered participant who is unable to attend the training may request for a replacement by another person, provided the details of the person together with such a request via email, must be received by us, at least five (5) before the commencement of the session.
    A request for the registered course to be replaced for another course is not allowed.

5. Admin Fee. An administrative fee of S$21.40 (incl GST) is imposed on the request for replacement.

6. Confirmation. All registrations are subject to email confirmation which would be send to the contact person and the registered participant at least three (3) days before the commencement of the training session.

7. Changes. GeTS Asia Pte Ltd reserves the right to postpone, cancel any course, session, venue, date, or revise the programme or fees should circumstances so required. Registered participants will be informed at least 3 days before the commencement of the session.