

## AWT Portal Quick Reference Guide

Website access: <http://www.awtworldwide.com/login.asp>

Type in your **Login** and **Password** (these fields are case-sensitive).

*Note that accounts can be created or modified by AWT. Contact your local sales representative or AWT Support Staff to create an account or to change your current password.*

Click the **FLEET** tab, then use the blue TABS at the top of the screen to navigate to other areas of the website.

**FLEET** - Use the gray TABS to view important fleet information:

**UNDER WAY** - A map displays up-to-date positions of all under way vessels.

**POSITIONS** - Click the plus sign(s) under the Positions area on the left of the Map to expand viewing options for each fleet and vessel: Map, Positions, Msg. Traffic, Performance, Weather.

*Note: Above the Map, click WMO Ships and then click APPLY to display nearby WMO reporting vessels.*

**DUE TO SAIL** - Lists upcoming voyages for AWT-routed vessels.

**ALERTS** - Displays vessels in extreme weather or those not performing as required.

**HISTORY** - Shows a list of previously routed vessels, along with voyage and performance details for each vessel, as well as the End of Voyage report, where applicable.

Right-click on a vessel on the Chart and select from the pop-up menu to display the vessel's track or to view a list of positions.

Vessels under *Routing and Position Polling Service* will display a small flag on the vessel's actual position to inform the user that either track can be displayed.

**POLLING** - Vessels polled by AWT are displayed on the Chart. Click the POSITIONS link on the left to view the list of vessels and their positions in table format. Click on an individual vessel to display several historical track positions.

**WEATHER** - Charts, which are displayed by region, can be magnified by dragging the mouse over the desired area of the Chart. To display weather data, click the desired item(s) and then click APPLY.

**DISTANCE** - The distance calculator, available on the FLEET, POLLING and WEATHER pages, is used as follows:

1. Set to RL.
2. Check box to the right of the RL/GC selection list.
3. Click the departure location (once) on the Chart.
4. Click the arrival location (once) on the Chart. This will generate a line and will display calculated distance above in the Distance's NM field.
5. Click CLEAR to remove the temporary track and its associated distance information.





**TROPICAL** - View the latest tropical storm information by clicking on the tropical system's name or image to view expanded details.

**RADIUS**- View any AWT -serviced vessels within a specified radius from the center of the tropical system when "All Vessels in Storm" is selected from the list on the left.

**WMO SHIPS** - Choose from three viewing options for the latest WMO reports:

**POSITIONS** - A table displays position information chronologically, in descending order.

**MAP** - Positions are displayed throughout the globe. Place the mouse over any given position to view vessel's reported details.

**AT TIME/LOCATION** - Type in **required time period, radius** and **center lat/lon**, then click **GO** to view all positions within the specified parameters.

**CLIENTS** - When available, this option allows you to create new accounts that can be used by your clients or fleet departments, etc. Instructions are as follows:

1. Click ADD NEW.
2. Type in Client Name, User Login and Password.
3. Choose access details in the PERMISSIONS area: History, Future and/or Alerts.
4. Click Save.
5. To deactivate, change status to INACTIVE and click SAVE.

**WORLD** - Generate different Chart and data displays in a slideshow format, including voyage tracks for individual vessels, actual position display of the fleet, etc.

**PREFERENCES** - Set specific alert and display parameters, such as ETA changes, underperformance, severe weather, tropical storm proximity, etc. It also allows default display of specific weather data and map display preferences.

**ROUTE REQUEST** - With AWT's route order form, you can request one of the following services:

- Full optimum route service with voyage report
- Weather routing service only
- Performance monitoring service
- Other services

If a vessel has been previously routed, the form will display the vessel after the first few letters of the vessel name are entered.

**LOGOUT** - Clicking this tab terminates the current session. The user would have to login again to begin another session.

