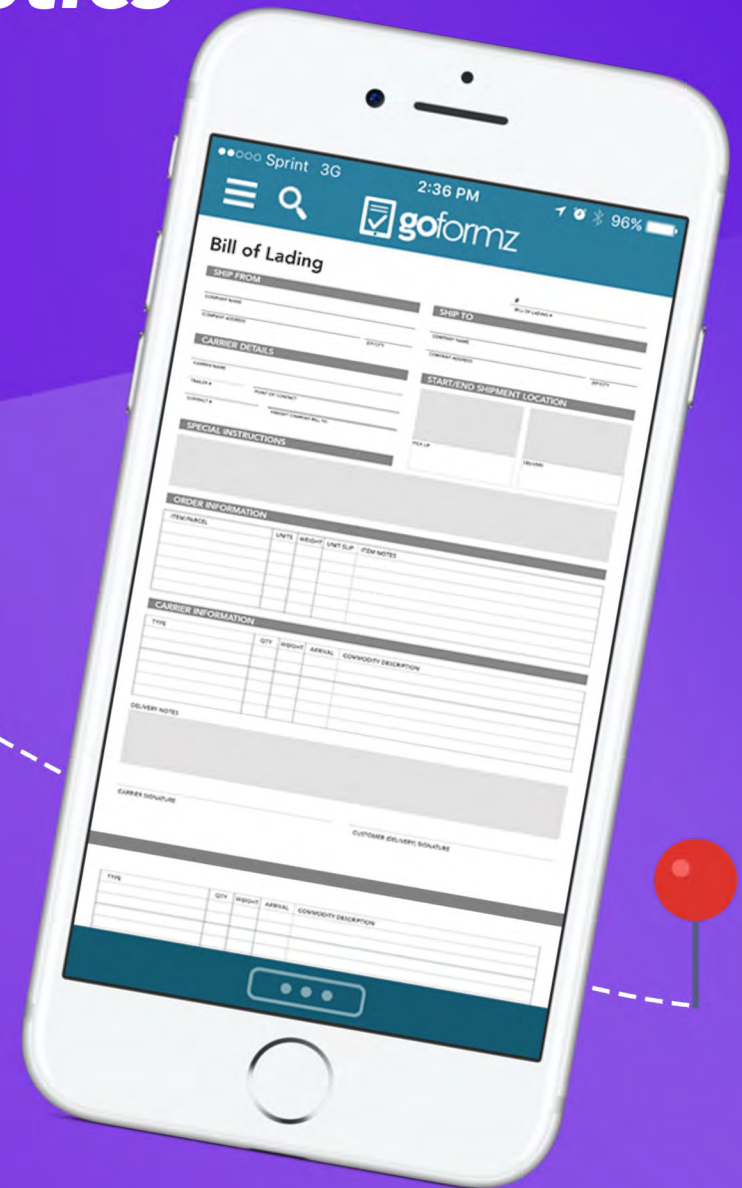


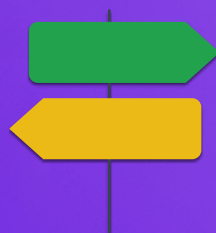
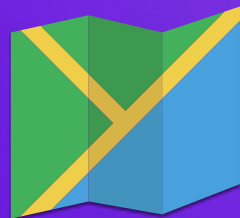
# 4 Mobile Forms for Transportation & Logistics



# Introduction

Transportation and Logistics play a vital role within every industry — moving essential products and people from Point A to Point B. The world of Transportation and Logistics requires documentation of countless moving parts — whether from packaging and storage, to scheduling and vendor collaboration, this is an important job that should not be tasked to paper forms and filing.

Using mobile forms, documenting logistical progress and collaborating with a multitude of vendors and teams, can be simplified. Mobile forms can be 'app-like' with quick input fields or can be identical, digital versions of your existing forms and documents with a familiar look and feel. With mobile access to your documents, forms can be dispatched to transportation teams, completed from anywhere (even offline in rural regions), and accessed instantly by the backoffice for immediate processing and analysis.



# Using Mobile Forms

With intuitive features to guide data input, mobile forms help teams reduce redundancies and errors, while expediting form completion and processing.

These digital documents allow for the inclusion of new data types (like Images, Maps and Sketches) and simplified signature capture. Using GPS data fields, ensure your transportation team has completed their documents from the right place, at the right time, and seamlessly track their progress.

Jumpstart your digital optimization with the following four mobile forms for Transportation and Logistics.

The image displays two mobile devices showing inspection forms. The iPad in the background shows a 'Templates' screen with an 'Inspection Form' template. The iPhone in the foreground shows a detailed 'Inspection' form with the following fields and values:

- Job Status: [Empty]
- Job Details: PO # 5
- Technician: George
- Work Details: Reported Problem: Wiring issue
- Work Order Number: 107033

At the bottom of the iPhone screen, there are buttons for 'Form', 'List', and 'Reopen'.

# Bill of Lading

Acting as both a contract between the shipper and carrier, and a receipt of completed shipment, the *Bill of Lading* is a vital logistics document.

With cloud storage, mobile *Bills of Lading* don't need to be manually carried from Point A to Point B. Instead, forms can be instantly shared and completed once a shipment is delivered. Using *Digital Signatures*, *Bills of Lading* can be quickly approved. Leveraging *Checkboxes*, delivered goods can be quickly reviewed and approved.

Bill of Lading

SHIP FROM SHIP TO

COMPANY NAME COMPANY NAME

COMPANY ADDRESS ZIP/CITY COMPANY ADDRESS ZIP/CITY

CARRIER DETAILS START/END SHIPMENT LOCATION

CARRIER NAME

TRAILER # POINT OF CONTACT

CONTACT # FREIGHT CHARGES BILL TO

PICK UP DELIVERY

SPECIAL INSTRUCTIONS

ORDER INFORMATION

ITEM/PARCEL	UNITS	WEIGHT	UNIT SLIP	ITEM NOTES

CARRIER INFORMATION

TYPE	QTY	WEIGHT	ARRIVAL	COMMODITY DESCRIPTION

DELIVERY NOTES

Form List Complete

## KEY FEATURES



Date Fields



Checkbox



GPS



Signature

# Quotes

Digital *Quotes* allow for the rapid provision of transportation estimates for prospective clients. Rather than waiting to email or hand deliver a quote after the fact, digital *Quotes* can be instantly generated and digitally signed.

Using *Automatic Calculations*, you can rest easy knowing estimated costs are accurate and completed efficiently. Leveraging *Automatic Workflows*, completed *Quotes* can be instantly routed to stakeholders, improving response times.

The screenshot shows a mobile application interface for creating a quote. The top status bar indicates 'iPad', signal strength, time '3:42 PM', and battery level '20%'. The app header is teal with a back arrow and 'Templates' on the left, and 'Quote' on the right. The main form is titled 'Quote' and contains several sections:

- Client Information:** Fields for Client Name, Email, Address, and Phone.
- TEAM DETAILS:** Fields for Technician Name, Job Number, Supervisor Name, and Service Date.
- JOB DESCRIPTION:** A large text area for describing the job.
- MATERIALS & PARTS:** A table with columns for Quantity, Price, and Total.
- EQUIPMENT & TOOLS:** A table with columns for Hours, Rate, and Total.
- Footer:** Fields for 'Completed By', 'Signature', 'Other Fees', 'Taxes', and 'Estimated Costs'. At the bottom are buttons for 'Form', 'List', a menu icon (three dots), and 'Complete'.

## KEY FEATURES



Date Fields



Cloud Storage



Signature



Auto-Calculations

# Invoice

Invoices disclose key details and expenses of a shipping agreement, as well as the value of goods carried.

*Automatic Calculations* can ensure the accuracy of documented expenses and the value of carried goods. With *Cloud storage*, *Invoices* can be quickly referenced throughout the logistical and transportation process.

The screenshot shows an iPad interface for creating an invoice. At the top, there's a status bar with 'iPad', signal strength, time '3:42 PM', and battery '20%'. Below that is a navigation bar with a back arrow and 'Templates', and the title 'Invoice'. The main form area is titled 'Invoice' and contains several sections:

- Company Information:** Fields for Company Name, Address, Phone, Fax, and Email.
- Job Details:** Fields for Sales Rep Name, Work Order #, Job Start Date, and Job End Date.
- Customer Information:** Fields for First Name, Last Name, Address, City, State, and Zip Code.
- Description:** A text area for 'Description of work completed'.
- Table:** A table with columns: DATE, DESCRIPTION, RATE, HOURS, TOTAL.
- Summary:** Fields for Sub Total and Other Fees.
- Payment Terms:** A text area for 'Payment Terms'.

At the bottom, there are three buttons: 'Form' (highlighted in blue), 'List', and 'Complete' (in blue). A three-dot menu icon is also present.

## KEY FEATURES



Auto-Calculations



Cloud Storage



Signature



Text Fields

# Inspection Form

Not every delivery can be completed perfectly — mobile *Inspection Forms* can help document the quality and value of goods upon shipment, and guarantee delivered goods are up to par.

Using *Checkboxes*, quickly assess the arrival and quality of specific items. Using *Image* fields, easily capture damages, imperfections and other concerns.

iPad 3:42 PM 20%  
< Templates Inspection

## Inspection

Company Name Address  
Phone Fax Email

**INSPECTION SITE INFO**

Inspected by Inspection Date  
Site Location or Address Job Number / Name

**INSPECTION DETAILS** RA - Requires Attention

Item	Status	Images & Descriptions

INSPECTION NOTES

Form List ... Complete

## KEY FEATURES



Date Fields



Checkbox



GPS



Signature

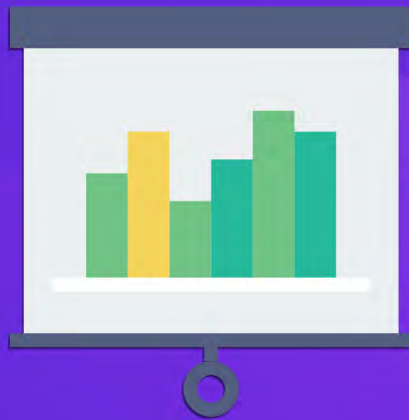


Image Fields

# Reporting

GoFormz works as a data collection platform, using mobile forms to gather data, which is instantly available for real-time reporting and analysis.

Using GoFormz reporting, identify subtle trends and key insights to improve your workflow, and optimize your operation.





# Conclusion

Incorporating mobile forms within your Transportation and Logistics workflow empowers your team to effortlessly improve accuracy, timeliness and collaboration... no matter their location.

With intuitive features and tools to drive productivity, users of any job function can expedite their data entry, allowing teams to spend less time on paperwork (and more time on their projects).

GoFormz allows you to capture data electronically with mobile forms that look exactly like your current paper forms.

1



Upload your existing forms and documents

2



Make them smart with better data

3



Complete forms and docs anywhere, anytime

4



Store and review your data online

# Thank You

Request a Free Demo and Sign Up for a Free 14-Day Trial:  
[www.goformz.com](http://www.goformz.com)

