

Quick Start Guide :

Getting Specific Custom Load(s) from your Staging

This step-by-step guide will demonstrate how the user can have control over what custom loads the program assigns to cars leaving staging tracks. This is done by manipulating the settings of the staging tracks themselves. In order to set up the specific custom loads either received or shipped from a staging track, the user should employ the "Load Option" or "Ship Load Option" features by following the steps below...

The user should take time to think (and/or write) out whether to allow or exclude a car's load depending on the desired effect when the car departs "staging" (i.e. if reefers should **Ship** "produce" leaving a western staging area, and then perhaps from the eastern staging yard should **Ship** "MTY for icing" as a return load).

Step-by-step "How To":

1. Open **PanelPro** (if not already open).
2. Select **Operations--->Settings** from the main menu. *(This step saves time later while editing)*
 - a. Under "Options", un-check the box labeled "Close Windows on Save".
 - b. Click "Save" then close the **Settings** window.
3. Select **Operations--->Locations** from the main menu.
 - a. Select the location containing the staging track(s) to modify and click "Edit".
 - i. Select the specific track to modify and click "Edit".
 - ii. Verify "Optional custom car load controls" boxes 1, 3 & 4 are checked.
 - iii. From the main menu-bar, select **Tools--->Load Options**.

(Notice this window includes two main areas "...loads serviced..." and "...loads shipped...", the former for what's allowed inbound, the latter for what's allowed outbound)

- iv. Under "Select Loads serviced by this track", choose either "Accept only" or "Exclude".
- v. Check the box labeled "Use car type and load".
- vi. Use the pull-down list to choose the car-type, and select the custom load.
 1. Click "Add Load".
- vii. Repeat Steps iv-vi. for "Select Loads shipped from this track".

To delete a load, use the same process. However, the exact same choices have to be in the pull-down lists for it to work (e.g. "Boxcar" and "Goods") plus the box labeled "Use car type and load" must be checked. Or use the "Delete All" button.

- viii. Click "Save Track" then close the window.
- b. Click "Save Staging Track" then close the window.
- c. Click "Save Location" then close the window.

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4. Close **Locations** window.
5. Revisit Step 2 to re-select the “Close Windows on Save” box, before exiting **PanelPro**.
6. Exit **PanelPro** or continue to develop other OpsPro sections.

Upon completion of this task, the user should be able to control what custom loads are generated and received by the “staging” tracks. It should be noted that schedules can, and should be, used in conjunction with these custom loads or the trains will simply move the cars back and forth between “staging”. For help with “Schedules and Staging”, see guide <[HowTo #009b](#)>.

The user may eventually wish to change the specifics of what each yard will ship/receive, for instance when using a “staging” yard to generate captive-service car loads. Or when it is desirable to prevent certain custom loads from moving one direction or the other. Some users also choose to restrict which trains can or cannot use certain tracks in staging, thereby forcing specific details like car-types, loads, lengths and/or destinations for train “builds”.

All these quick-start guides are intended for use with OperationsPro, a stand-alone application accessed from within PanelPro. The use of any other PanelPro functions (such as creating a panel) is NOT required.