

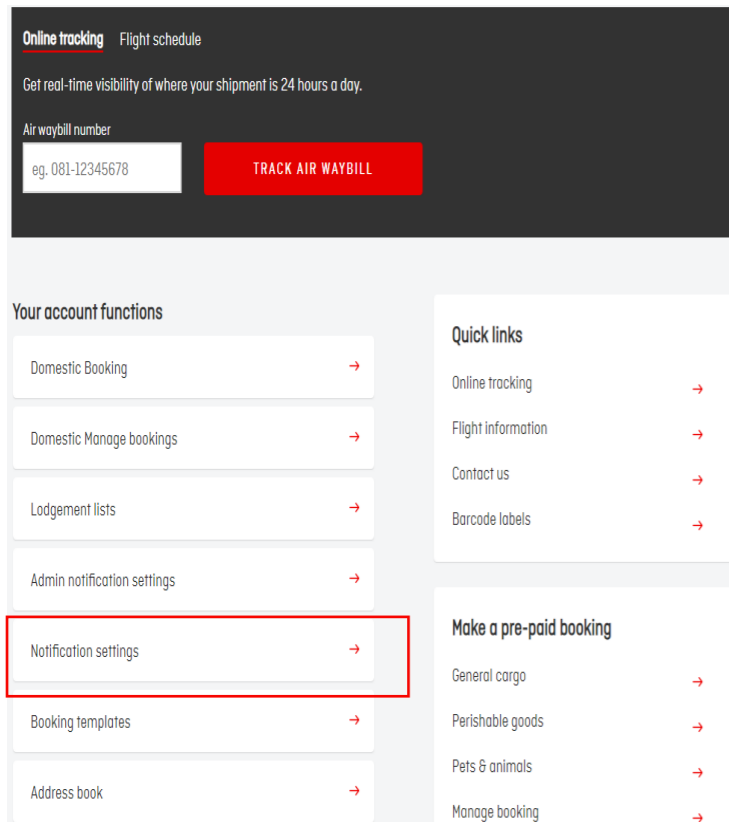
A guide to updating your notification settings

A simple way to manage your notification settings online.

Domestic Bookings

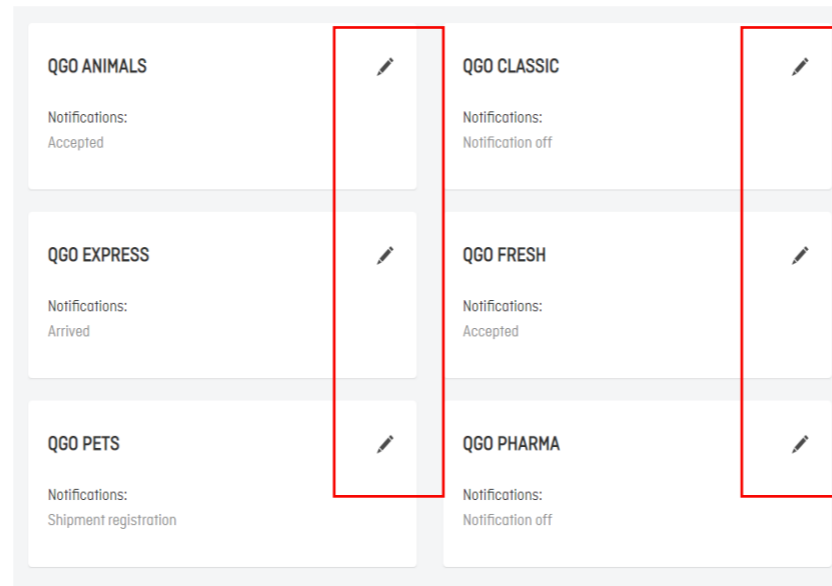
Updating your notification settings for Domestic Bookings

1. Log in to your profile > Select 'Notification Setting'



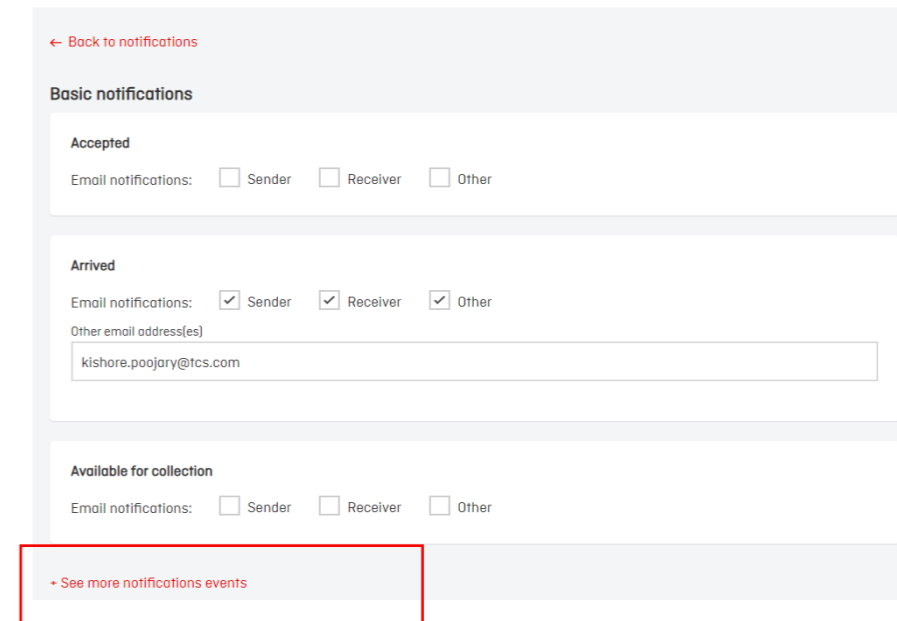
2. Select the QGO service you want to update and 'Edit'

Choose what notification you receive for different services

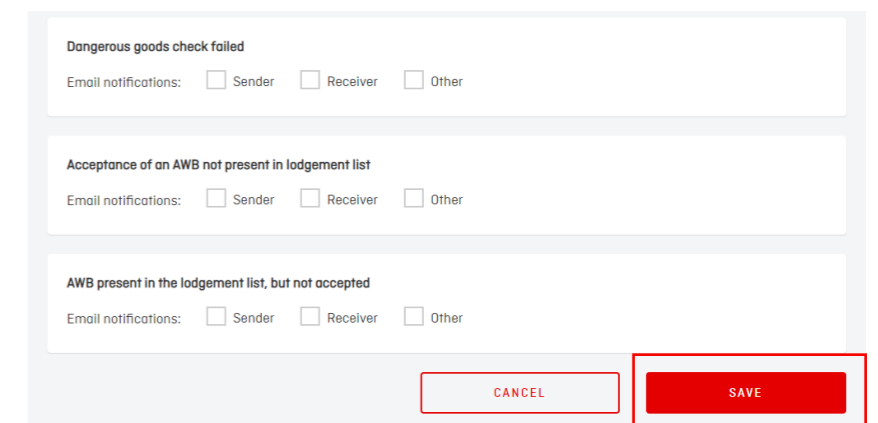


3. Fill out your basic notifications preferences

QGO EXPRESS



Select 'See more notifications events'



Update your advance notifications preferences by ticking the boxes > Click 'Save'

International Bookings

Updating your notification settings for International Bookings

1. Log in to your profile > Select 'Notification Setting' or 'QF track'

Your account functions

- Domestic Booking →
- Domestic Manage bookings →
- Lodgement lists →
- Admin notification settings →
- Notification settings →**
- Booking templates →
- Address book →
- QF Track →**

If you have selected 'QF track', click 'add notification'

Your account > QF Track

QF Track

Manage notification settings and **add notification**

You don't have any notifications setup.

2. Select which notification range you want to receive notifications for > Fill out your preferences

Notification for individual air waybill(s)

Notification range

You can choose which notification you want to receive for your freight

Individual AWB(s) AWB range Route

Air waybill(s)
Enter air waybill(s)

Notification method and receiver

Notification type: Email
Email address: Enter email address

Notification events

Basic notifications

- Accepted
- Departed
- Checked in

+ See more notifications events

Select 'See more notifications events'

Advanced notifications

- Select all
- Delivered
- Planned for flight
- Discrepancies
- Delivered to consignee
- Arrival Documents Delivered
- Ready for delivery
- Lodgement Completion
- Documents Arrived
- Lodgement Activation
- Customs Cleared
- Delivered
- Prepared for loading
- Reported to customs
- Booked
- Freight In Warehouse
- To be Transferred
- Received from other carrier
- Transferred to other carrier
- Freight out of Warehouse
- Flight Arrived
- Notified

CANCEL **SAVE**

Update your advance notifications preferences by ticking the boxes > Click 'Save'