



PRIMAR Chart Catalogue – web version

User guide

Version 1.0

Date 07.03.2018

Start up 3

Toolbar and functions 3

Menu..... 3

 PRIMAR Settings 4

 Login for customer and licensee management 4

 Basket handling..... 4

 PRIMAR Products – Electronic Navigational Charts (ENCs) 5

 PRIMAR Products – Web Map Service (WMS)..... 5

Expanded functionality PRIMAR Product suppliers..... 5

PRIMAR Customer and Licensee management 6

 Add /edit customer 6

 Add/edit licensee – vessel 6

Ordering PRIMAR Products ENCs 7

 ENC product selection..... 7

 Basket - ENC Quotation and order..... 8

Ordering PRIMAR products WMS 8

 WMS product selection 8

 Basket - WMS Quotation and order..... 9

Customer and Licensee Reports..... 9

Vessel information and services 9

Value added services for vessel/licensee 10

Support 11

Version control

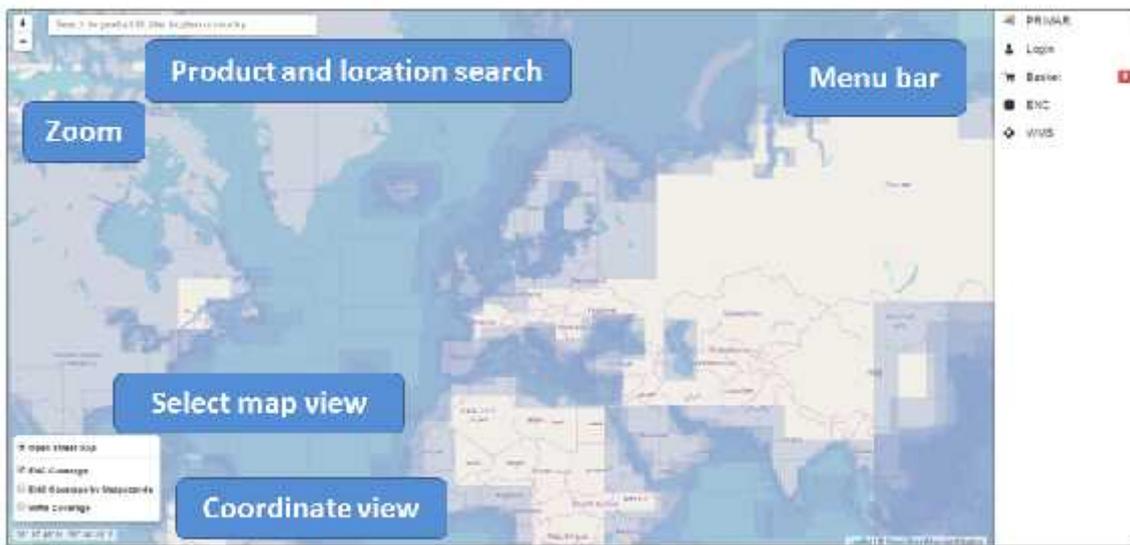
Date	Version	Updates	Authorized by	Author
07.03.2018	1.0			Sølvi Tunge

Start up

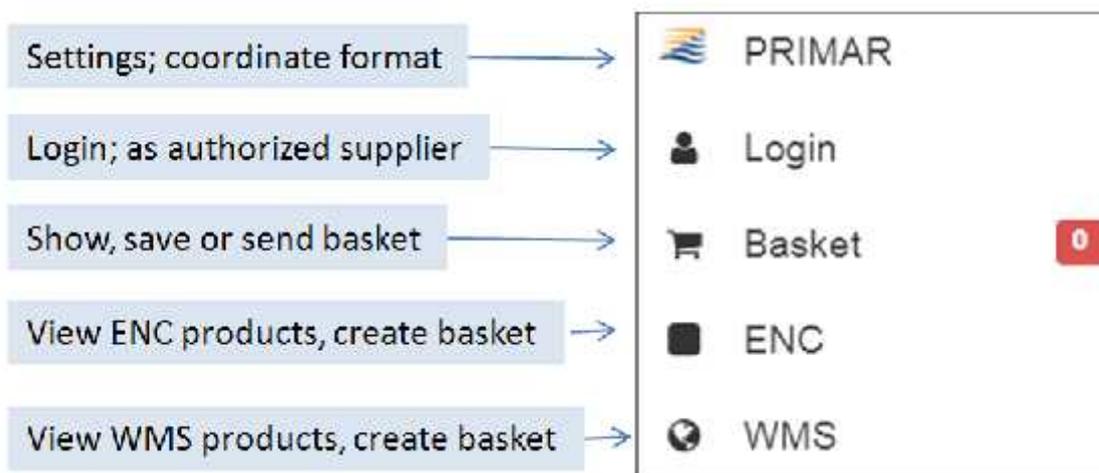
To access the PRIMAR Chart Catalogue web version please use the following URL;
<https://primar.ecc.no/primar/portal/ccw/>

Toolbar and functions

PRIMAR Chart Catalogue includes a menu bar to login for ENC suppliers, view products available and to create basket files. In addition, there are some built-in functions in the map view; zoom, search and switch product view; ENC Coverage and WMS Coverage are available in the PRIMAR Service.



Menu



The menu options are described in detail, in this document.

PRIMAR Settings

Enables you to define the Coordinate Format for the mouse position when in Map View, e.g. Decimal Degrees, Degrees Decimal Minutes or Degrees Minutes and Seconds.

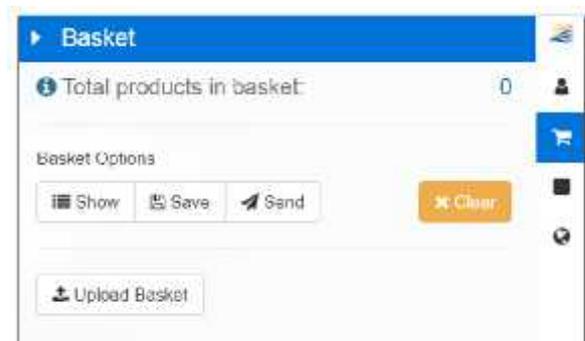
Login for customer and licensee management

This option is only available to registered PRIMAR distributors. Username and password can be obtained by contacting support@primar.org. After successful login, you will be able to view your customers and their licensee information, basket handling for ordering and vessel/licensee support.

Basket handling

When a basket is selected based on ENC's or WMS products, this menu gives you the possibility to show selected products, save the shopping basket or send to your ENC supplier.

Functionality to upload an existing basket, or clear the selection, is also available.



PRIMAR Products – Electronic Navigational Charts (ENCs)

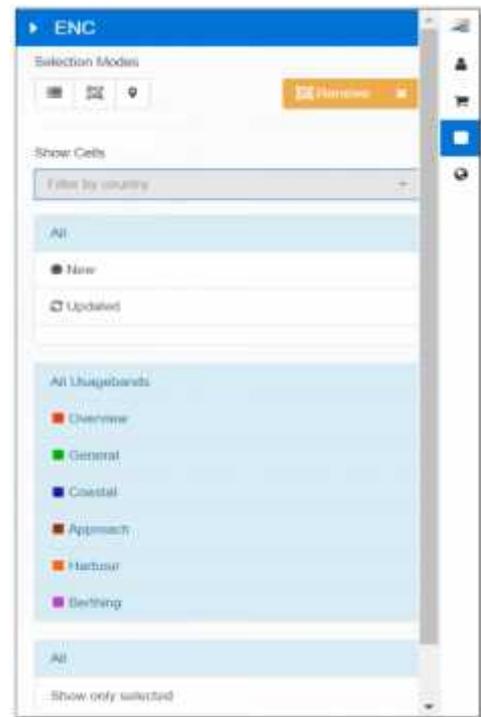
Different selection modes are available to choose ENCs;

- List selection
- Graphical selection in map view
- Route selection

Different display filters can be applied to make the display and selection of ENCs more effective;

- Filter by country
- New ENCs since a specified date
- Updated ENCs (updates and new editions) since a specified date
- Filter on different usage bands
- Show all
- Show only selected ENCs
- Show only none selected ENCs

Note! This function must be used in conjunction with the option chosen in the map view (background map).



PRIMAR Products – Web Map Service (WMS)

By choosing the WMS menu, all available PRIMAR WMS products will be listed in a product catalogue. The required products can then be added to the shopping basket.

Expanded functionality PRIMAR Product suppliers

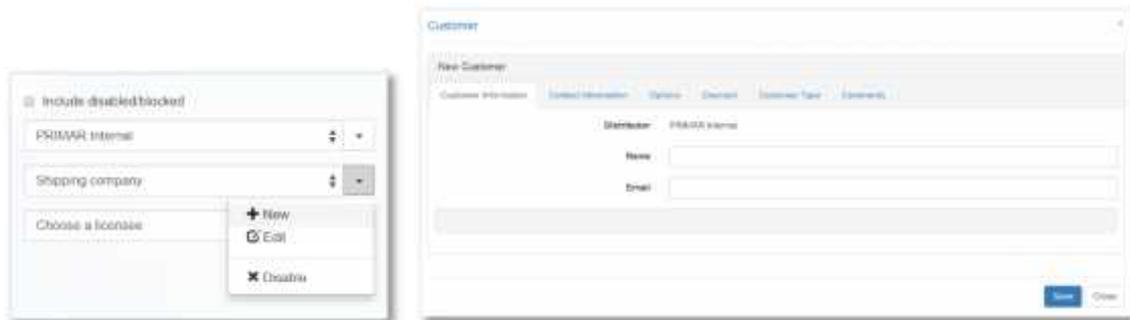
When logged in as an authorized PRIMAR product supplier you will get access to functionality to manage customer and licensee information, order products according to agreement and access reports needed for customer support. You can also easily search and view licensee information and share this information with your end-users.

When logged, in the menu bar will be extended with the following highlighted options;



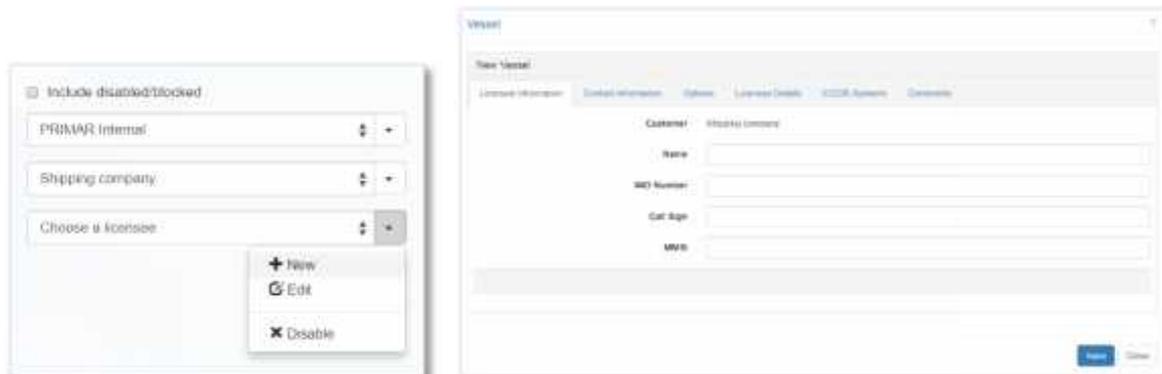
PRIMAR Customer and Licensee management

Add /edit customer



Note that some fields are mandatory.

Add/edit licensee - vessel



Note that some fields are mandatory.

Ordering PRIMAR Products ENCs

When successfully logged in as PRIMAR distributor, the menus for the products are used in conjunction with basket handling for ordering and vessel/licensee support.

Use the search function to find and activate the vessel/licensee; search by vessel name or S-63 User Permit.

ENC product selection



When a vessel is chosen, the vessel name will always be displayed in the top right corner of your map view and menu bar. The current vessel coverage is also activated in the lower left corner. To make product selection easier, set the filter as desired in the ENC menu, in the example above this is filtered by country.

Choose the preferred selection method; list, graphically or route.

When an ENC selection is complete, a dialog box will briefly show the number of products added to the basket.

Products can also be added or removed using the right mouse button in the background chart. More detailed "ENC Information" is also available by right clicking an ENC.

Basket - ENC Quotation and order

Once an ENC product selection is completed, go to the Basket menu.

You will be informed of the number of products selected.

The basket can be viewed and edited using the show button.

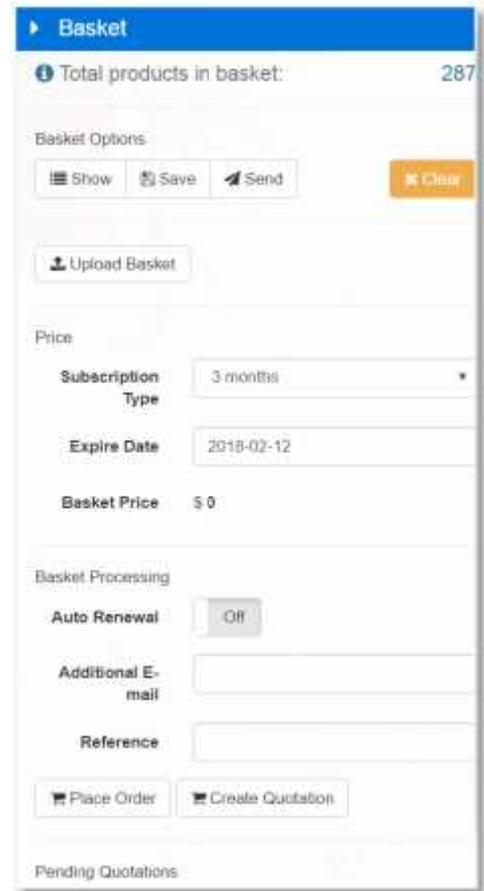
When selecting products, you will be able to calculate the price directly by switching between different subscription types or expiry date. If the vessel already has an active portfolio the expiry date is set as default according to the active folio.

When starting the ordering/basket process, auto renewal is always set to default OFF, additional e-mail for order, permit delivery, and order reference can also be set.

Pressing “Place Order” will fulfil the order process and generate permit files for the ENC’s.

“Create quotation” if you want to send this to your end-user.

Your current working quotations will be saved for 24 hours for easy retrieval and completion.



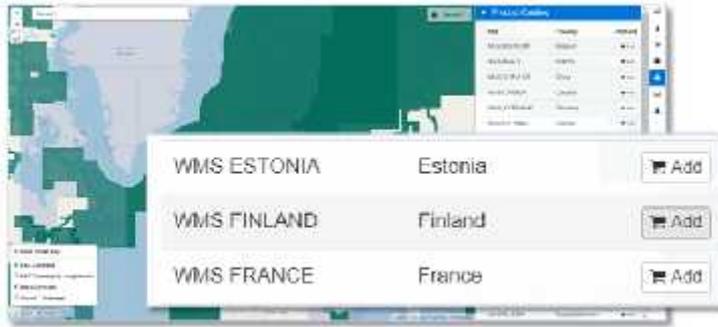
Ordering PRIMAR products WMS

When logged in as PRIMAR distributor, the menus for the products are used in conjunction with basket handling for ordering and vessel/licensee support.

Use the search function to find and activate the vessel/licensee; search by vessel name.

WMS product selection

The WMS products are added to the active licensee by using the WMS menu and selecting add to basket.

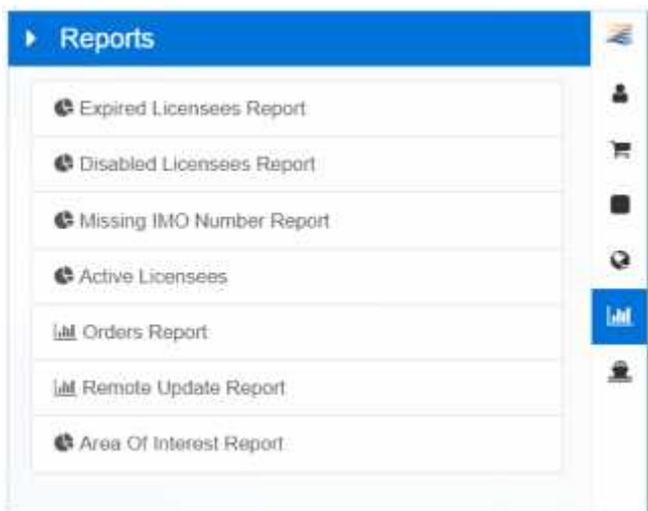


Basket - WMS Quotation and order

To order the WMS products go to basket handling and complete the order process. An e-mail will be sent to the supplier with instructions detailing how to activate the PRIMAR WMS service.

Customer and Licensee Reports

Reports required for support and analyses are available in the report menu. The reports can be sorted based on customer groups or licensees. Date range settings are available and file export to pdf, csv or xml. The report results can also be sorted on the different information columns. *Note! If order cancellation is required, this can be done in the action menu in order report. Suppliers can only cancel orders according to PRIMAR rules and agreement.*



Vessel information and services

This provides easy access to all information and services activated for the selected vessel/licensee. Use the search field by specifying vessel/license name or S-63 user permit. The vessel/licensee can also be selected by using the menu bar. All related service information is easily available and can be viewed for the vessel/license.

The ENC coverage available is also activated in the map view – this can easily be turned on/off. If area of interest is activated for the selected licensee there will also be an option to show graphically.



Licensee status



Licensee services



Licensee management

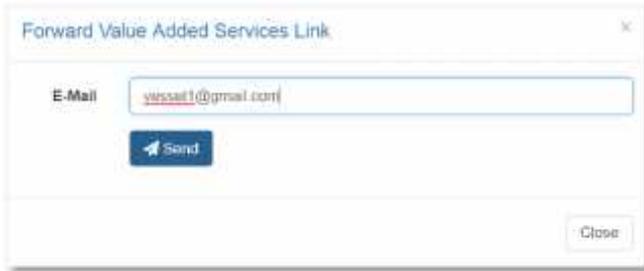


Note!

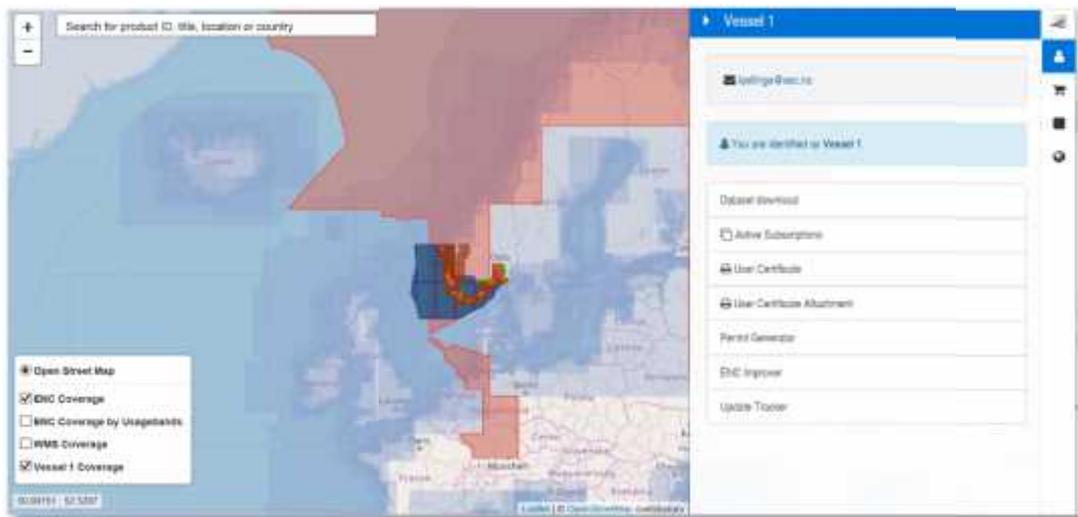
If Auto Buy is activated in the menu Area Of Interest – an order will be done automatically.

Value added services for vessel/licensee

The ENC suppliers can easily access and forward links to the services provided for his end-user by using the “Send Value added Service Link”. This link is sent to the customer/vessel’s e-mail address.



An e-mail is received containing a unique URL for the vessel/licensee and provides access to the following information;



The link provides immediate access for your end user to his ENC folio, create and send new basket files; certificate services, permit generator and PRIMAR update tracker etc.

Support

For any questions related to the use of PRIMAR Chart Catalogue, or if you experience issues using the service, please contact support@primar.org