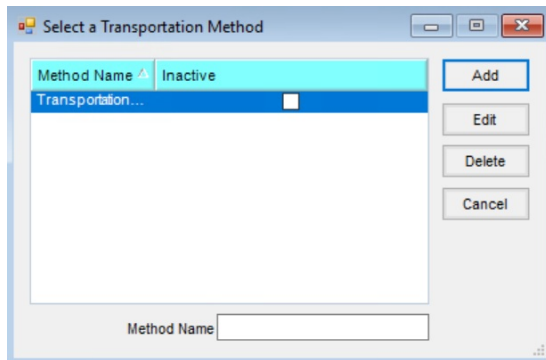# Transportation Method Setup

Last Modified on 09/08/2023 1:54 pm CDT

Transportation Methods can be managed in Grain at *Setup / Transportation Method*. These methods can then be selected for Purchase Contracts, Sales Contracts, and Shipments.
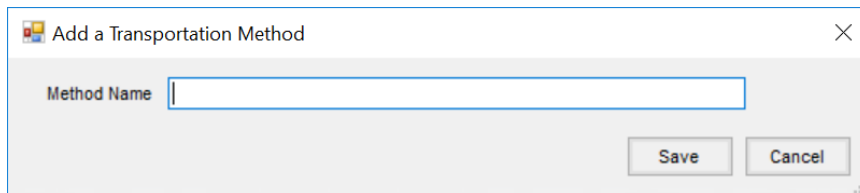
To require the Transportation Method, navigate to Setup / Preferences and choose the Location Preferences tab. When the options there are checked, the method of transportation is required in order to save a Purchase Contract, Sales Contract, and/or Shipment. For more information on requiring the Transportation Method, see Grain Preferences.
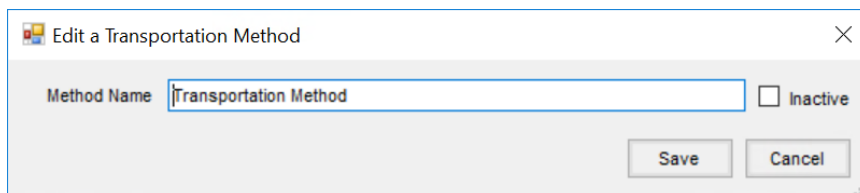

From the *Select a Transportation Method* window, **Add**, **Edit**, or **Delete** Transportation Methods. Additionally, Transportation Methods can be marked as *Inactive*.

Note: Those marked as *Inactive* cannot be used on new transactions. However, they will remain on any transactions saved prior to inactivating that method.

Selecting **Add** opens the *Add a Transportation Method* window. Enter the *Method Name* and select **Save**.

Choosing **Edit** gives the option to update the *Method Name* as well as select the *Inactive* checkbox.

Delete opens a window with the *Method Name* and *Inactive* checkbox grayed out to ensure the appropriate method is being deleted. Select **Delete** to confirm.

Delete a Transportation Method

| Method Name | Transportation Method | ☐ Inactive |

Delete Cancel