

# Freight Loss Data Exchange (FLDX) User Guide



© 2020 Railinc. All Rights Reserved.

Last Updated: July 2020

## Table of Contents

<b>Learning about FLDX</b> .....	<b>2</b>
System Requirements.....	2
Accessing the Railinc Customer Success Center .....	2
<b>Getting Started</b> .....	<b>3</b>
Register to Use Railinc SSO .....	3
Role-Based Application.....	3
Requesting FLDX Access .....	4
Logging In.....	5
Logging Out.....	6
<b>Upload</b> .....	<b>7</b>
Notification Email.....	8
<b>Inbound History</b> .....	<b>9</b>
<b>Outbound History</b> .....	<b>11</b>

## List of Exhibits

Exhibit 1. User Roles and Tasks .....	3
Exhibit 2. FLDX Request Permission (requestable by user).....	4
Exhibit 3. Railinc Data Exchange Platform .....	5
Exhibit 4. Railinc Data Exchange Platform with FLDX Option.....	6
Exhibit 5. FLDX Application Options .....	6
Exhibit 6. FLDX Upload Page .....	7
Exhibit 7. Upload Confirmation Message.....	7
Exhibit 8. Inbound Summary Email Notification .....	8
Exhibit 9. Inbound History.....	9
Exhibit 10. Record Display and Navigation Options .....	9
Exhibit 11. Download Action Drop-down .....	9
Exhibit 12. Inbound File (.txt format) .....	10
Exhibit 13. Outbound History .....	11

## Learning about FLDX

The Freight Loss Data Exchange (FLDX) is a monthly process that is used to exchange foreign line debits for freight claims and produce settlement reports for railroads that participate in the National Damage Prevention and Freight Loss system. The application takes in freight loss data provided by participating roads and forwards freight claim records and a net settlement report. This net settlement report shows the details of the freight loss and damage claims for interline shipments and the portion of the claim that is to be paid by each carrier. The application provides a data consolidation service to the interline carriers where all of the freight loss claim data settlements are assembled into a report that informs each carrier as to their claim liability in relation to all other participating carriers.

---

## System Requirements

For information about the system requirements of Railinc web applications and for information about downloading compatible web browsers and file viewers, refer to the [Railinc UI Dictionary](#).

---

## Accessing the Railinc Customer Success Center

The Railinc Customer Success Center provides reliable, timely, and high-level support for Railinc customers. Representatives are available to answer calls and respond to emails from 7:00 a.m. to 7:00 p.m. Eastern time, Monday through Friday, and provide on-call support via pager for all other hours to ensure support 24 hours a day, 7 days a week. Contact us toll-free by phone at 877-RAILINC (1-877-724-5462) or send an email directly to [csc@railinc.com](mailto:csc@railinc.com).

## Getting Started

The FLDX application uses Railinc Single Sign-On (SSO) which is accessed from the Railinc portal at <https://public.railinc.com>. Select the **Customer Login** link in the upper right corner of the page.

---

## Register to Use Railinc SSO

Each FLDX user must register to use Railinc Single Sign-On. Refer to the [Railinc Single Sign-On User Guide](#) for more information.

Once SSO registration is complete, you must request access to FLDX within SSO.

## Role-Based Application

Access and authorization for FLDX is determined when requesting access through Railinc Single Sign On. [Exhibit 1](#) shows the FLDX user roles and tasks. See [Exhibit 2](#) for a complete list of FLDX roles as seen in SSO.

**Exhibit 1. User Roles and Tasks**

Task	Description
FLDX User	User that may submit, update, and view freight loss data on the FLDX application

# Requesting FLDX Access

After authorization to use Railinc SSO is received, you must request general access to FLDX following instructions in the [Railinc Single Sign-On User Guide](#).

## Exhibit 2. FLDX Request Permission (requestable by user)

Railinc Data Exchange  
Railinc Data Exchange

1 Select Roles      2 Confirm      3 Done

CHDX User ( MARK required )  
User that may submit, update, and view car hire data on the CHDX application

FLDX User ( MARK required )  
User that may submit, update and view freight loss data on the FLDX application.

SSDX Threshold Web User ( MARK required )  
User that may setup threshold and exceptions on the SSDX application

SSDX User ( MARK required )  
User that may submit, update, and view switching settlement data on the SSDX application

Comments...

0/255

Return Next

When e-mail notification of access to FLDX is received, you can log in and begin using FLDX.

## Logging In

To log into FLDX:

1. Open your internet browser.
2. Enter the following URL: <https://public.railinc.com/>. Select the **Customer Login** link in the upper right corner of the page.
3. In the Account Access panel, enter your User ID and Password. Select **Sign In**. The Railinc Launch Pad is displayed.

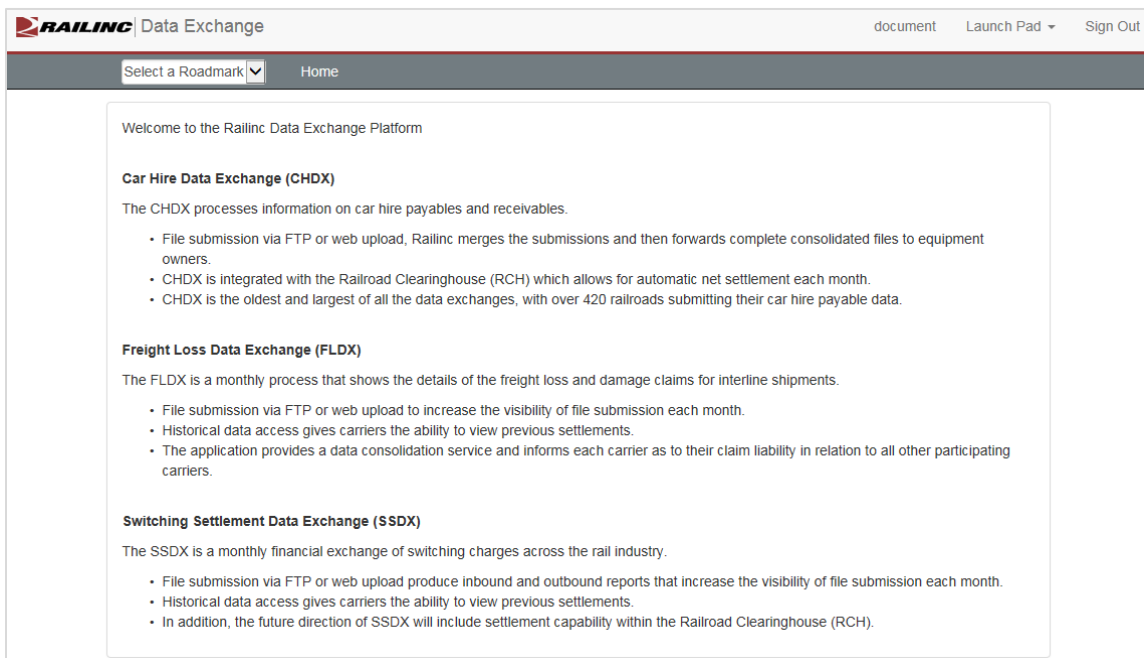
---

**Note:** For more information about the Launch Pad, refer to the [Railinc Single Sign-On User Guide](#).

---

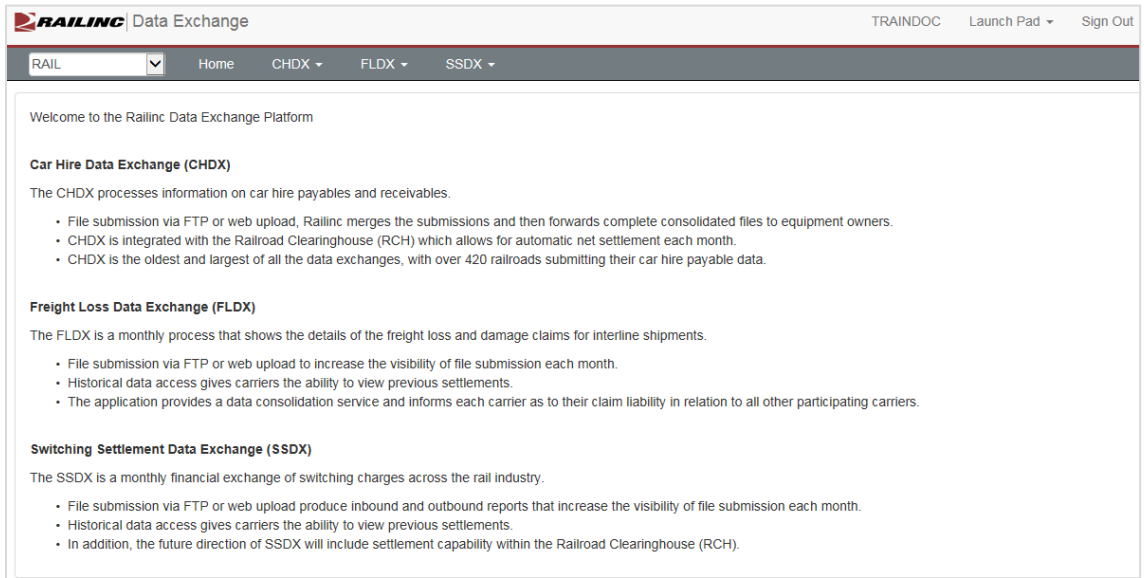
4. In the **My Applications** section, select **Railinc Data Exchange**. The Welcome to the Railinc Data Exchange Platform page is displayed ([Exhibit 3](#)).

**Exhibit 3. Railinc Data Exchange Platform**



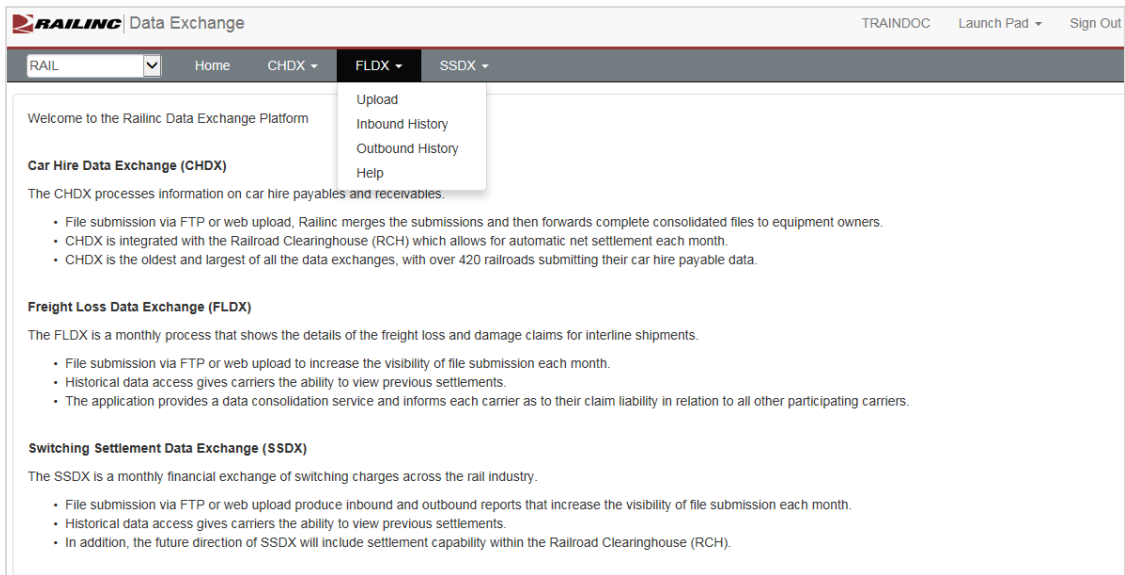
5. From the **Select a Roadmark** drop-down list, select the account to manage. The Roadmark field indicates the currently managed company. The FLDX application option is displayed ([Exhibit 4](#)).

### Exhibit 4. Railinc Data Exchange Platform with FLDX Option



6. Select the **FLDX** menu item to see the functions of the FLDX application ([Exhibit 5](#)).

### Exhibit 5. FLDX Application Options



## Logging Out

Select the **Sign Out** link to end an FLDX session.

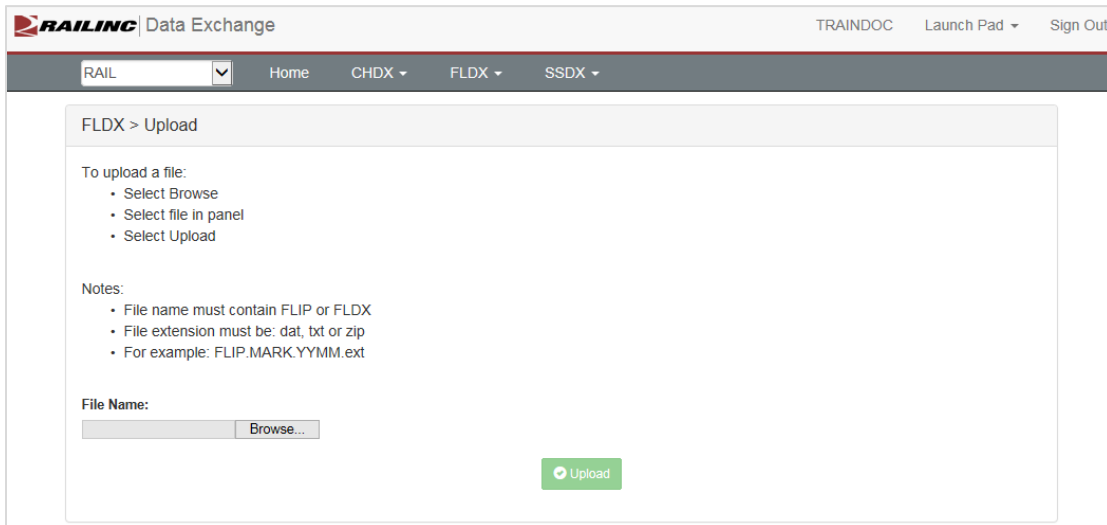
# Upload

You can upload FLDX files.

Use the following procedure to upload an FLDX file:

1. Log onto FLDX as described in [Logging In](#) on page 5. Select the FLDX menu item to display the list of functions of the FLDX application ([Exhibit 5](#)).
2. Select **Upload**. The Upload page is displayed ([Exhibit 6](#)).

**Exhibit 6. FLDX Upload Page**



3. Select **Browse**. Select the file to be uploaded from the displayed panel.
4. Once the file to be uploaded appears in the **File Name** field, select the **Upload** button.
5. If successful, a message appears confirming the success of the upload ([Exhibit 7](#)).

**Exhibit 7. Upload Confirmation Message**



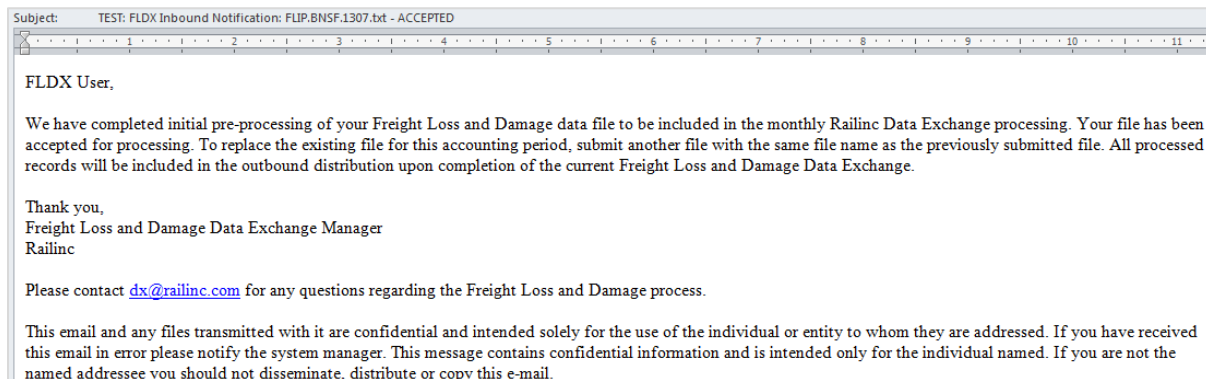
**Note:** If you attempt to upload a file that already has been uploaded with the same name, the system will ask if you are sure about replacing the file before it is uploaded. Select **Yes** to continue with the replacement or select **Cancel** to cancel.



## Notification Email

At the end of processing an uploaded file, Railinc sends an e-mail notification ([Exhibit 8](#)) to advise users that the inbound file was either Accepted or Rejected.

### ***Exhibit 8. Inbound Summary Email Notification***



# Inbound History

You can view FLDX inbound history files to see historical data.

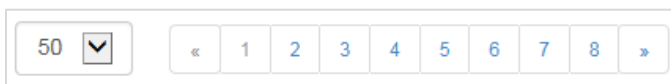
1. Log onto FLDX as described in [Logging In](#) on page 5. Select the FLDX menu item to display the list of functions of the FLDX application (see [Exhibit 5](#)).
2. Select **Inbound History**. The Inbound History page is displayed ([Exhibit 9](#)).

**Exhibit 9. Inbound History**

Actions	Submitting Roadmark	Inbound File Name	Date Received	Total Records	Transaction Amount	Status
Action	AAR	AUTOMATION_FLDX.2014.12.29.08.27.35.dat	2014/12/29 08:29:59 EST	534	\$128,095.65	Deleted
Action	AAR	FLIP_CN.1402.dat	2014/05/27 15:15:15 EST	1,110	\$152,384.38	Deleted
Action	AAR	FLIP_CSXT.0214.DAT	2014/05/27 14:46:12 EST	662	\$92,411.24	Deleted
Action	AAR	FLIP_CPRS.1402.txt	2014/05/27 14:44:41 EST	398	\$391,668.45	Deleted
Action	AAR	FLDX_CPRS.1306.txt	2014/02/13 18:10:23 EST	568	\$115,744.06	Deleted
Action	AAR	FLDX_NS.1309.multiFolders2.zip	2013/10/07 10:44:26 EST	5	\$266.17	Deleted

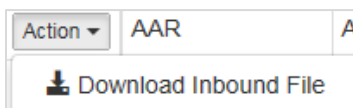
3. As needed, use the available filters (month, year or mark) to narrow the number of displayed records.
4. As needed, sort the displayed records table columns, ascending or descending, by clicking the desired header column.
5. As needed, use the display and navigation options ([Exhibit 10](#)) to modify the number of displayed records or to move to the next page of records.

**Exhibit 10. Record Display and Navigation Options**



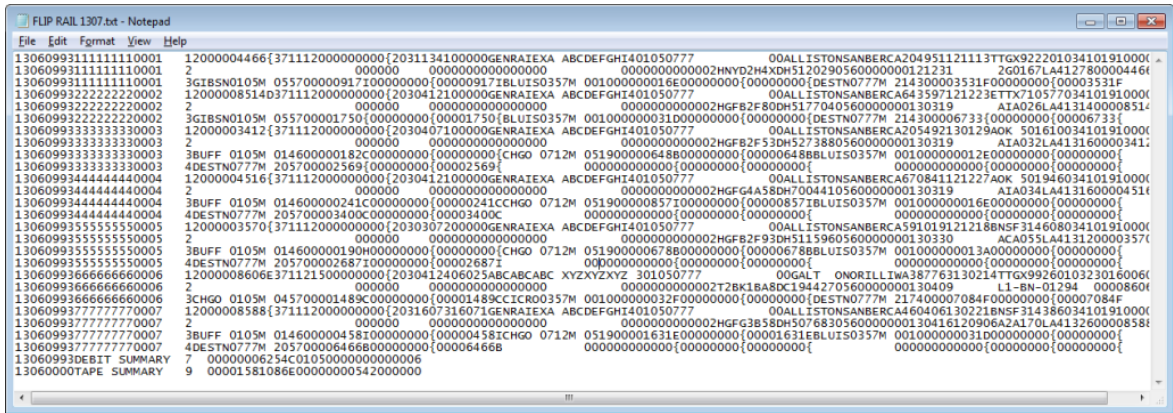
6. Select the **Action** drop-down list next to the inbound file row that you want to download. The download option appears ([Exhibit 11](#)).

**Exhibit 11. Download Action Drop-down**



7. To download an inbound history record, select its row and then select **Download Inbound File**. Select to either open or save the file. When opened the file opens as a .txt file (see [Exhibit 12](#)).

Exhibit 12. Inbound File (.txt format)



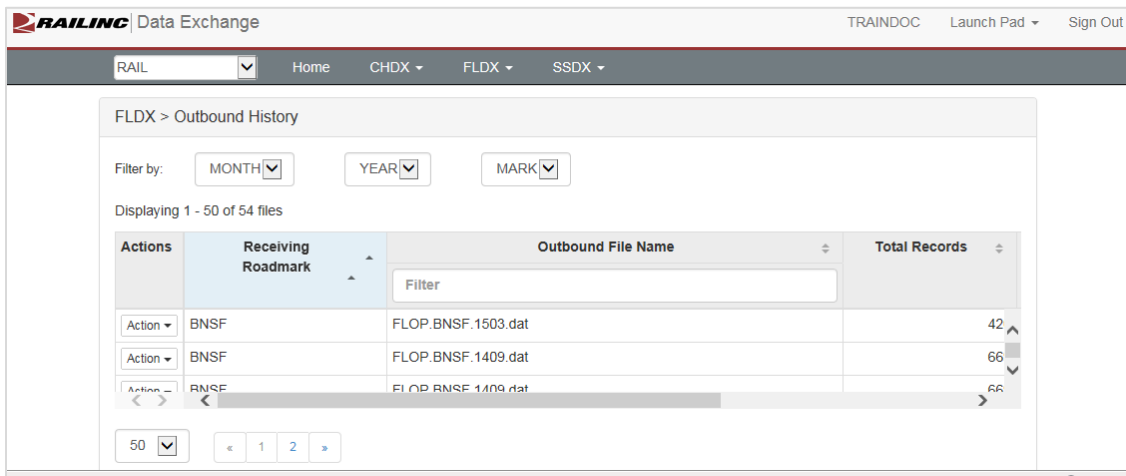
# Outbound History

You can view FLDX outbound history files.

Use the following procedure to view and download outbound history records:

1. Log onto FLDX as described in [Logging In](#) on page 5. Select the FLDX menu item to display the list of functions of the FLDX application ([Exhibit 5](#)).
2. Select **Outbound History**. The Outbound History page is displayed ([Exhibit 13](#)).

**Exhibit 13. Outbound History**



3. As needed, use the available filters (month, year or mark) to narrow the number of displayed records.
4. As needed, sort the displayed records table columns, ascending or descending, by clicking the desired header column.
5. As needed, use the display and navigation options ([Exhibit 10](#)) to modify the number of displayed records or to move to the next page of records.
6. Select the **Action** drop-down list next to the inbound file row that you want to download. The download options appear (similar to [Exhibit 11](#)).
7. Select **Download Outbound File**. Select to either open or save the file.