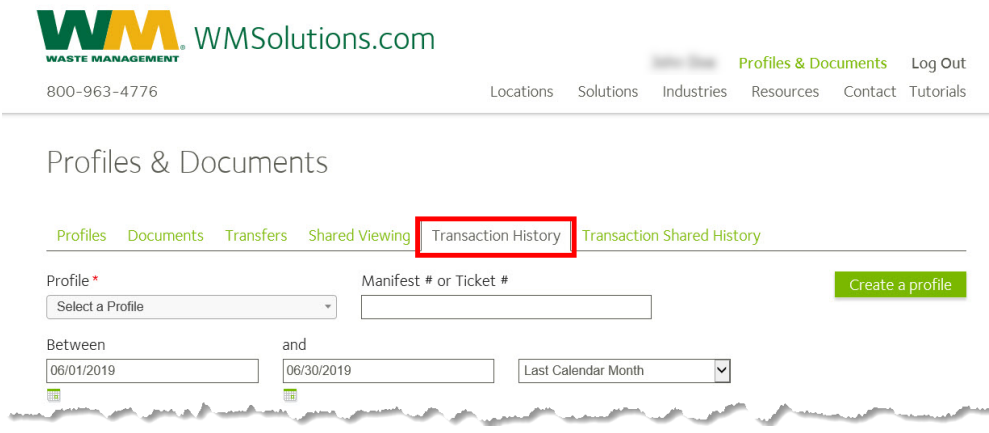
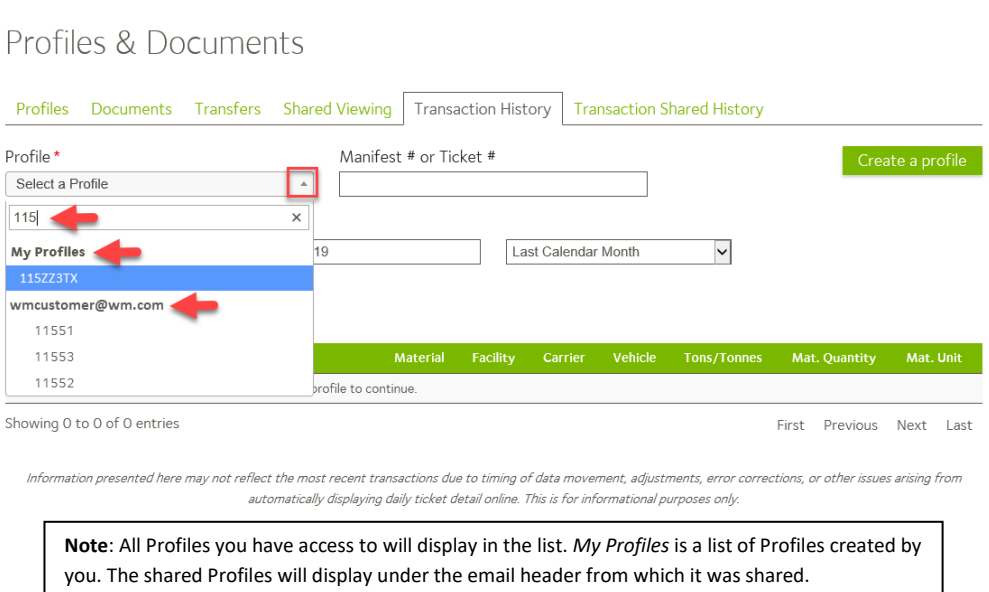
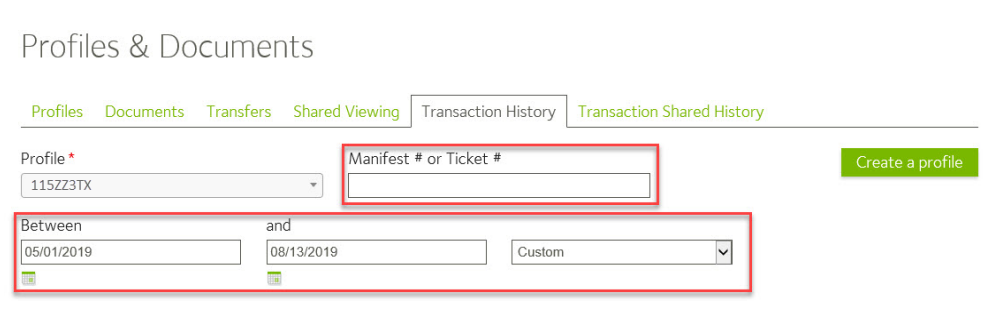


WMSolutions – Manage Transaction History (for Profiles)

Use these instructions to locate, view, print tickets and manifest. Starting from www.wmsolutions.com Profiles and Documents page (homepage):

Action	Screen Image
<p>1. Click the Transaction History tab. The transaction selection options display.</p>	 <p>The screenshot shows the WMSolutions.com homepage. The 'Transaction History' tab is highlighted with a red box. The page includes a navigation menu with 'Profiles & Documents' and 'Log Out'. Below the navigation, there are search filters for 'Profile *', 'Manifest # or Ticket #', and a date range 'Between' with a 'Last Calendar Month' dropdown. A 'Create a profile' button is visible on the right.</p>
<p>2. Click the Profile drop-down arrow to select the desired profile. A Waste Summary displays, and the transactions associated with your selection are accessible via the table at the bottom of the page.</p> <p>Note: You may type the profile number directly into the field located at the top of the dropdown list and predictive search will begin to locate the profiles matching the characters being entered.</p>	 <p>The screenshot shows the 'Transaction History' page with the 'Transaction History' tab selected. The 'Profile *' dropdown menu is open, showing a search input with '115' and a list of profiles including '115Z3TX', 'wmcustomer@wm.com', '11551', '11553', and '11552'. Red arrows point to the dropdown arrow, the search input, and the selected profile. Below the dropdown, a table header is visible with columns: Material, Facility, Carrier, Vehicle, Tons/Tonnes, Mat. Quantity, Mat. Unit. A 'Create a profile' button is on the right.</p>
<p>(Once you have retrieved the profile transactions)</p> <p>3. If desired, you may enter a manifest or ticket number and/or date range criteria to filter search results.</p>	 <p>The screenshot shows the 'Transaction History' page with the 'Transaction History' tab selected. The search filters are highlighted with red boxes: the 'Profile *' dropdown (set to '115Z3TX'), the 'Manifest # or Ticket #' field, and the 'Between' date range (set to '05/01/2019' to '08/13/2019' with a 'Custom' dropdown). A 'Create a profile' button is on the right.</p>

4. Once you have located the desired transaction(s), use the following steps as applicable:


To ...	Go To...
View	Step 5
Print (Transaction Summary)	Step 6
Export As CSV	Step 7
Export As PDF	Step 8

Show entries

[Print](#)
[Export As CSV](#)
[Export As PDF](#)

Date	Manifest #	Ticket #	Material	Facility	Carrier	Vehicle	Tons/Tonnes	Mat. Quantity	Mat. Unit
05/24/2019	8414	3359	Asbestos - Class 2 Non-Ind	Austin Community RDF					
05/24/2019	5754075 JJK 6181457 JJK	3369	Asbestos - Class 2 Non-Ind	Austin Community RDF					
06/25/2019	105 106 107	3390	Asbestos - Class 2 Non-Ind	Austin Community RDF					

View Ticket or Manifest

5. Click the  (Adobe Acrobat) icon adjacent to the manifest or ticket you wish to view. The item downloads as a PDF file to your desktop.

Click the PDF file to view and/or perform standard PDF functions.

IMPORTANT: If the PDF icon is not available for a displayed ticket or manifest, contact your TSC (Technical Service Center) for assistance.

Show entries

[Print](#)
[Export As CSV](#)
[Export As PDF](#)

Date	Manifest #	Ticket #	Material	Facility	Carrier	Vehicle	Tons/Tonnes	Mat. Quantity	Mat. Unit
05/24/2019	8414	3359	Asbestos - Class 2 Non-Ind	Austin Community RDF					
05/24/2019	5754075 JJK 6181457 JJK	3369	Asbestos - Class 2 Non-Ind	Austin Community RDF					
06/25/2019	105 106 107	3390	Asbestos - Class 2 Non-Ind	Austin Community RDF					

Print the Transaction Summary being displayed

6. Click the "Print" button.

The Print option window displays.

Follow the instructions on your browser to print the document.

Show entries

[Print](#)
[Export As CSV](#)
[Export As PDF](#)

Date	Manifest #	Ticket #	Material	Facility	Carrier	Vehicle	Tons/Tonnes	Mat. Quantity	Mat. Unit
05/24/2019	8414	3359	Asbestos - Class 2 Non-Ind	Austin Community RDF					
05/24/2019	5754075 JJK 6181457 JJK	3369	Asbestos - Class 2 Non-Ind	Austin Community RDF					
06/25/2019	105 106 107	3390	Asbestos - Class 2 Non-Ind	Austin Community RDF					
07/16/2019	100	3423	Asbestos - Class 2 Non-Ind	Austin Community RDF					
07/16/2019	100	3424	Asbestos - Class 2 Non-Ind	Austin Community RDF					
07/18/2019	100	3425	Asbestos - Class 2 Non-Ind	Austin Community RDF					
07/22/2019	100	3435	Asbestos - Class 2 Non-Ind	Austin Community RDF					
07/30/2019	105 106 107	3478	Asbestos - Class 2 Non-Ind	Austin Community RDF					

Viewing 1 to 8 of 8 Transactions

First Previous **1** Next Last

Export As CSV

7. Click the “Export As CSV” button. The list of transactions downloads as a CSV file in Excel.

Follow the instructions on your browser to view and manage the file.

Show entries

Print **Export As CSV** Export As PDF

Date	Manifest #	Ticket #	Material	Facility	Carrier	Vehicle	Tons/Tonnes	Mat. Quantity	Mat. Unit
05/24/2019	8414	3359	Asbestos - Class 2 Non-Ind	Austin Community RDF					
05/24/2019	5754075 JJK 6181457 JJK	3369	Asbestos - Class 2 Non-Ind	Austin Community RDF					
07/22/2019	100	3435	Asbestos - Class 2 Non-Ind	Austin Community RDF					
07/30/2019	105 106 107	3478	Asbestos - Class 2 Non-Ind	Austin Community RDF					

Viewing 1 to 8 of 8 Transactions

First Previous 1 Next Last

Export as PDF

8. Click on each of the transaction row(s) you wish to export. The selected row(s) will highlight.

Note: Clicking a selected row again deselects the row.

9. Click the “Export AS PDF” button. The “What would you like to download?” Dialog box displays.

Show entries

Print Export As CSV **Export As PDF**

Date	Manifest #	Ticket #	Material	Facility	Carrier	Vehicle	Tons/Tonnes	Mat. Quantity	Mat. Unit
05/24/2019	8414	3359	Asbestos - Class 2 Non-Ind	Austin Community RDF					
05/24/2019	5754075 JJK 6181457 JJK	3369	Asbestos - Class 2 Non-Ind	Austin Community RDF					
06/25/2019	105 106 107	3390	Asbestos - Class 2 Non-Ind	Austin Community RDF					
07/16/2019	100	3423	Asbestos - Class 2 Non-Ind	Austin Community RDF					
07/16/2019	100	3424	Asbestos - Class 2 Non-Ind	Austin Community RDF					
07/18/2019	100	3425	Asbestos - Class 2 Non-Ind	Austin Community RDF					
07/22/2019	100	3435	Asbestos - Class 2 Non-Ind	Austin Community RDF					
07/30/2019	105 106 107	3478	Asbestos - Class 2 Non-Ind	Austin Community RDF					

Viewing 1 to 8 of 8 Transactions

First Previous 1 Next Last

10. Click the “Ticket PDFs, Manifest PDFs or Both” checkbox as applicable.

Select	To Download...
Ticket PDFs	Only the tickets in the selected rows.
Manifest PDFs	Only the manifests in the selected rows.
Both	The ticket(s) and manifest(s) in the selected rows.

What would you like to download?

Ticket PDFs
 Manifest PDFs
 Both

Close Continue

11. Click the “Continue” button. A PDF file housing the images based on your selection is created.

Follow the instructions on your browser to view and manage the file.

What would you like to download?

Ticket PDFs
 Manifest PDFs
 Both

Close **Continue**