



Turks and Caicos Islands
Customs Department

BECOMING A CUSTOMS BROKER COURSE



MODULE 3
INTRODUCTION TO
ASYCUDA WORLD

MODULE 3: Introduction to ASYCUDA

OBJECTIVES

By the end of this module, you should know

1. the brief history of ASYCUDA World
2. the features of the ASYCUDA World window
3. how to navigate in ASYCUDA

UNIT 1: ASYCUDA

In 1981, the ASYCUDA programme was developed by UNCTAD in Geneva and was implemented in three countries

ASYCUDA is a computerised Customs management system that covers most foreign trade procedures. It handles manifests and Customs declarations, accounting procedures, transit and suspense procedures. It also generates trade data that can be used for statistical economic analysis. The ASYCUDA software is developed in Geneva by UNCTAD.

ASYCUDA takes into account the international codes and standards developed by ISO (International Organization for Standardization), WCO (World Customs Organization) and the United Nations. It can be configured to suit the national characteristics of individual Customs regimes, national tariffs and legislation.

Key Features

- It's a web-based system.
- Customs and trader's transactions are handled via the internet.
- Traders can get access and submit declarations from anywhere in the world.
- Traders do not need to install any software.
- ASYCUDA uses non-intrusive goods clearance functionalities i.e. scanned documents.
- Paperless environment.

UNIT 2: ASYCUDA WORLD

ASYCUDAWorld is the most recent version of ASYCUDA, which is now running in more than 70 countries and territories around the world. It is compatible with major database management and operating systems. The data in ASYCUDAWorld can be exchanged with national or international entities via the internet or independent network lines to speed up the trade process according to recognized international norms and standards.

New or advanced components can be added at any time to suit the needs of the Customs Department. Such add-on modules can cover a full range of Customs business features that are defined according to specific national and regional priorities.

UNIT 3: ACCESSING ASYCUDA WORLD

The Customs website provides an ASYCUDA World Login link and users may access the link with the appropriate login credentials

- 1. Click on the ASYCUDAWorld Login link on the Customs website.**
For training purposes, use the training server.
This will in turn produce a small window to insert the User name and Password.



2. Type Username and Password

Type in the user name allocated in the first field reading "Login name".

On completion, press the Tab button on the keyboard or press the enter button and the cursor will be displayed in the second field. Insert the Password which will appear as Asterix ***** for security reasons.

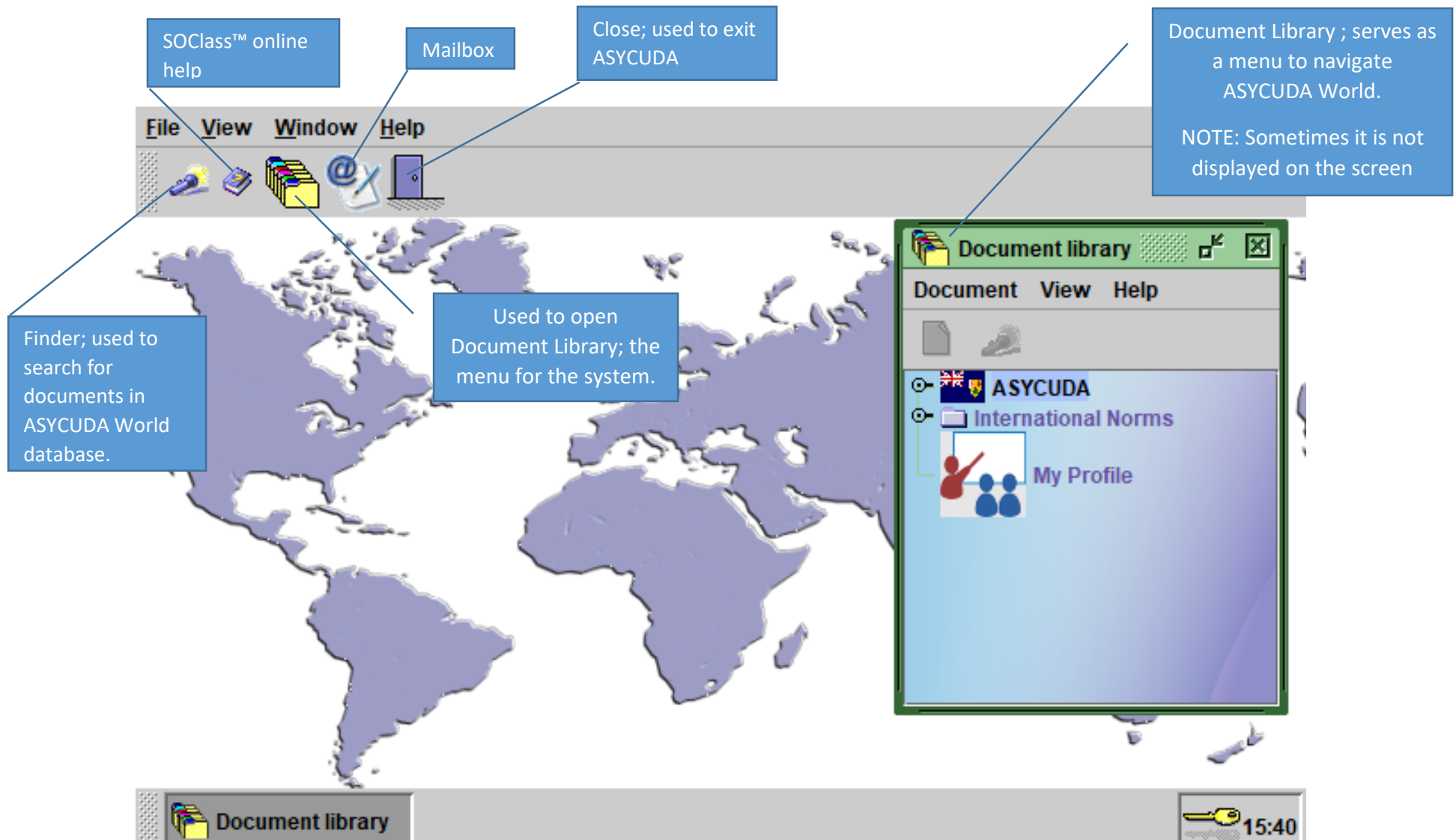
Once the password is inserted, the user will be required to authenticate their access by pressing the 'Enter' button or clicking the tick. As long as the credentials inserted are correct, the process of logging into ASYCUDA will begin and the user will be granted access to ASYCUDAWorld.












Take note that for a first time user, the ASYCUDA team will have allocated a generic password and will be required to change the password the first time they log in.

UNIT 3: GRAPHICAL USER INTERFACE

The user is presented with input screens displaying icons; pull-down menus and multiple level screens familiar to any Windows user. Movement around the screens is simple with a mouse, cursor keys, fast-path commands or function keys. The system is provided with a Finder (search) facility that can be manipulated according to specific need using various search parameters.



UNIT 4: COMMON ICONS

Symbol	Description
	"Verify the document": To check all document fields for coherence and syntax.
	"Store": To Store the working document on the ASYCUDA World server.
	Validation and assessment
	"Finder": Search for documents in ASYCUDA World database.
	"Help": Provides the user with online help.
	"Save changes": Save changes made to a document that was retrieved from the server.
	Delete a whole page
	Add item
	"Print": Print a document or report as a PDF. All documents are printed to PDF and the user may send it to a printer of choice.