

Passenger Details Page (ACE and ACI eManifest)



This article is part of the [BorderConnect Software User Guide](#).

How to create a passenger profile in BorderConnect.

The **Passenger Details Page** is a page in [BorderConnect](#) eManifest software where the user can view and edit a Passenger Profile. All information in the Passenger Profile will be displayed here, along with options to add or change information.

The Passenger Details Page can be accessed in the following ways:

- From the [Passenger Search Page](#) by clicking the 'View' link of the desired passenger.
- From the [Add Passenger Page](#) or Edit Passenger Page by clicking the 'Save' button.
- From the Trip **Passenger Details Page** by clicking the 'View Passenger' button.
- From the [ACI eManifest Details Page](#) by clicking the 'View' link of the passenger.

[Edit Passenger](#) [Delete](#) [Go Back](#)

Passenger Details: Andy Anderson

NAME Andy Anderson	LAST EDITED June 02, 2016 02:00 PM by Demo User
GENDER Male	CREATED May 27, 2014 12:19 PM by Demo User
DATE OF BIRTH Aug 24, 1983	
CITIZENSHIP United States	

[+ Create Travel Document](#)

Travel Document List

NUMBER	TYPE	STATE/PROVINCE	COUNTRY
AB123456	Passport		United States

Latest ACE Trips

TRIP NUMBER	DATE/TIME
AAAA04012020100	
AAAA345345345	
DEMF0125222	

Latest ACI Trips

TRIP NUMBER	DATE/TIME
No trips found for this passenger.	

Passenger Details Section

The Passenger Details Section, located to the top of the page, displays the general information for the Passenger Profile, including name, date of birth, and citizenship.

Edit Passenger Button

Used to update the general information for the Passenger Profile. Clicking this button will bring the user to the Edit Passenger Page.

Delete Button

Used to delete the Passenger Profile.

Travel Document Section

This section allows the user to manage the Travel Documents (identification) for the passenger. Currently entered Travel Documents will be listed here, along with options to add, remove or edit.

Travel Documents are only required if the Passenger Profile will be used on ACE eManifests. The user is normally only required to enter one Travel Document for a passenger.

Add Travel Document Button

Used to add a Travel Document to the Passenger Profile. Clicking on this button will bring the user to a separate screen where the document number, type, and state/province (for driver's licenses) or country (for all other types) can be entered. Once entered, clicking 'Save' will add the Travel Document and return the user to the Passenger Details Page.

Edit

Used to edit a Travel Document. Clicking this link will bring the user to a separate screen where the changes can be made. Once finished, clicking 'Save' will update the Travel Document and return the user to the Passenger Details Page.

Delete

Used to remove a Travel Document from the Passenger Profile.

Latest ACE Trips and Latest ACI Trips

These sections will list ACE and ACI eManifests that the Passenger Profile has been used on (if any), and provide a 'View' link to allow the user to access each manifest.