## UPS FAQ's and Video Tutorials Guide How do I create a shipping label?



You can create a shipping label by using UPS Worldship or UPS Campus Ship

### UPS Campus Ship Tutorial Videos are below:

- ✓ UPS Campus Ship Tour <a href="https://www.ups.com/us/en/media.page?videoId=5411033713001">https://www.ups.com/us/en/media.page?videoId=5411033713001</a>
- ✓ Chapter 1: Getting Started https://www.youtube.com/watch?v=AxawQsj1EXE
- ✓ Chapter 2: My Settings
  <a href="https://www.youtube.com/watch?v=CgKqlaRnzMQ">https://www.youtube.com/watch?v=CgKqlaRnzMQ</a>
- ✓ Chapter 3: Shipping <a href="https://www.youtube.com/watch?v=EfYE\_udh0M0">https://www.youtube.com/watch?v=EfYE\_udh0M0</a>
- ✓ Chapter 4: Completing Your Shipment https://www.youtube.com/watch?v=GAdqBeh\_wI
- ✓ Chapter 5: Shipping History
  <a href="https://www.youtube.com/watch?v=znmEt4FHAZs">https://www.youtube.com/watch?v=znmEt4FHAZs</a>
- ✓ Chapter 6: Resources Tab https://www.youtube.com/watch?v=ktHol rQm7c

UPS Campus Ship Tech Support can be reached at (877) 289 6418 UPS Worldship Tech Support can be reached at (888) 553 1118

#### How do I see by invoices?

- ✓ Enroll in UPS Billing Center: Click here <u>UPS BILLING</u>
- ✓ UPS Billing Center Support can be reached at (866) 717 2692

#### How do I order supplies?

- ✓ Select the Resources tab in UPS Campus Ship
- ✓ Call the UPS Enterprise Accounts Support Desk at (800) 877 1497, be sure to reference your six digit UPS account number
- ✓ Email the UPS Enterprise Accounts Support Desk at <a href="mailto:Texas@UPS.com">Texas@UPS.com</a> include your six digit UPS account number in the subject or body of your email

#### What if I need assistance with International shipments?

- ✓ Contact the UPS International Support Desk at (800) 782 7892
- ✓ Review UPS International Countries and Regulations : UPS International
- ✓ Access the UPS International Export Guide : <u>UPS TradeAbility</u>

# What if I need assistance with Hazardous Material / Category A / Category B / Biological shipments?

- ✓ UPS Hazardous Material Support can be reached at (800) 554 9964
- ✓ Access the UPS Hazardous Materials Guide: UPS HAZMAT