

Freightos Dos And Donts Spreadsheet - Complete Guide (2026)

Category: Shipping & Logistics | Updated: 2026-04-03

We know how frustrating it can be to deal with spreadsheet tools and online shopping platforms without proper guidance. That is why we decided to create the most thorough resource possible on Freightos Dos And Donts Spreadsheet. This is not a quick overview or a sales pitch. It is a genuine deep dive into the topic, covering everything from setup and configuration to advanced tips that even seasoned users might not know about. Grab a cup of coffee and settle in, because this is going to be worth your time.

One of the most common mistakes people make when setting up Freightos Dos And Donts Spreadsheet is skipping the configuration step. It might be tempting to jump straight into adding data, but taking ten minutes to configure your columns, formulas, and formatting rules will save you hours down the road. Start by defining your column headers clearly. For example, if you are tracking orders, you will want columns for order number, date, item name, quantity, unit price, shipping cost, total cost, tracking number, and status. Use data validation to create dropdown menus for fields like status and payment method. This prevents typos and makes filtering much easier.

One of the most common mistakes people make when setting up Freightos Dos And Donts Spreadsheet is skipping the configuration step. It might be tempting to jump straight into adding data, but taking ten minutes to configure your columns, formulas, and formatting rules will save you hours down the road. Start by defining your column headers clearly. For example, if you are tracking orders, you will want columns for order number, date, item name, quantity, unit price, shipping cost, total cost, tracking number, and status. Use data validation to create dropdown menus for fields like status and payment method. This prevents typos and makes filtering much easier.

Understanding the fee structure is critical when using Freightos Dos And Donts Spreadsheet for purchasing. Every platform charges differently for shipping, handling, currency conversion, and service fees. These costs can add up quickly, especially for frequent buyers. We recommend creating a simple cost comparison sheet that factors in all these elements. Include the item price, domestic shipping within China, international shipping, platform service fee, and any applicable taxes. This gives you the true total cost and allows you to make apples-to-apples comparisons between different purchasing options.

Organization is the secret weapon of successful users of Freightos Dos And Donts Spreadsheet. Develop a consistent naming convention for your orders and tracking entries. For example, use the format YYYY-MM-DD-Platform-ItemName. This makes it easy to sort and search through your records. Use color coding to highlight the status of different orders. For instance, green for delivered, yellow for in transit, red for issues, and gray for returned. These small organizational habits might seem trivial, but they save an enormous amount of time when you are managing dozens or hundreds of orders simultaneously.

If you want to take your Freightos Dos And Donts Spreadsheet workflow to the next level, consider learning basic automation. Tools like Google Apps Script, Zapier, or n8n can automate repetitive tasks like copying data between sheets, sending notifications when order statuses change, or generating summary reports at the end of each week. You do not need to be a developer to set up basic automations. Many platforms offer pre-built templates and tutorials that walk you through the process step by step. Start with one simple automation and gradually build from there as you become more comfortable.

At the end of the day, the most successful users of Freightos Dos And Donts Spreadsheet are those who take the time to learn the fundamentals, stay organized, and remain cautious of deals that seem too good to be true. The tools and strategies we have discussed are not complicated, but they do require consistency and attention to detail. Start

implementing them today, and you will be surprised at how quickly your efficiency and savings improve. Thank you for reading, and happy shopping!