

## DTrade2 v. 2.0

DTrade 2 is currently operational. We have identified and addressed those issues that were preventing the timely submission of cases after initial fielding on April 16, 2009 and deeply appreciate the forbearance of the export community while we worked out the problems encountered in the unintended live "beta test." In order to move forward, new licensing submissions will no longer be accepted in the DTrade1 application

**Beginning on May 16, 2009, the DTrade 2 application must be used to submit all new license submissions. Do not submit new applications via DTrade 1. Any new submissions to DTrade1 will be Returned Without Action (RWA), directing the applicant to submit via the DTrade2 application. DTrade 1 will be available to track status and to attach amplifying data to pre-existing cases as required. DDTC will continue to process any cases submitted to the Directorate via the DTrade1 application prior to May 16, 2009 until the review of the case is complete.**

### **New Forms**

In this version, we introduced the Amendment Forms; DSP-6, 62, and 74; the paper DSP-119 will no longer be accepted. DSP-119s submitted via ELLIENet will continue to be available for approximately 60 days. A future announcement will be made when ELLIENet DSP-119 submissions will no longer be accepted. The DSP119 remains valid for the DSP85 only.

### **Changes to All Forms**

All forms have been modified to include updated expiration dates, expanded country selections, updates to the Paper Reduction Act, the inclusion of disclosure information, and an updated Applicant Statement refining the Transaction Exception statements.

### **Batch** (i.e., third party software)

All form types will be available for Batch Interface customers.

### **Download All Forms from our External web site**

To make absolutely certain you have the latest copy of the Forms and Batch schemas, please download them off our Production External Web site at the following URL; this is the DTrade 2 site

<https://dt2.pmdtcc.state.gov/dtrade/CertificateLogin>

### **Submission Reminders**

To ensure optimal performance and a better end-user experience we recommend the following

1. **Browser techniques: Open the browser only when needed**, perform a given task, and close the browser after you receive confirmation.
  - If you do not receive confirmation once you submit, please contact the DDTC Helpdesk to verify the system has received your case. Do not resubmit unless we verify the system did not receive your case.

- **Use of Browser Favorites:** Do not save a DTrade query or status web page as a favorite once you have logged into the system. You can save the Logon Page as a favorite.
2. **File Size: Do not** submit single applications larger than 35 MB. If the applicant must submit an application in which the file size would exceed 35 MB, submit the <35MB application with a scanned document as an attachment stating that additional supporting documentation will be submitted via the Additional Documentation interface following the initial submission of the application.
  3. **Optimize your Submissions:** To facilitate the best submission size, please utilize the following for optimizing attachments.
    - Do not submit images of cases originally submitted under DTrade 1. Citing the precedent case number is sufficient.
    - Save and submit attachments in PDF text searchable format. PDF is ideal for document exchange. Not only is it a compact format, but it also stores information about its own appearance (layout, fonts, content, color, etc.) within the document itself.
    - Compress image files and reduce the number of colors. Increase compression gradually (in increments of, say, 10%), until you achieve an optimal balance of compression and image quality. Unless critical to the understanding of the document, consider sending black and white versus full color documents.
    - Screen Optimize PDF documents. Optimizing PDF files for the Web can significantly shrink their size and boost display speed, saving bandwidth and can be distributed more efficiently.
  4. **Use the drag and drop method vs. the Click Submit/Submit method.**
    - Open the browser
    - Locate the file to be submitted in your directory listing
    - Highlight the file, holding the left mouse button down, drag and drop the file onto the open browser window.
    - Click "submit" twice as you normally would.
  5. **Unique transaction ID :** please provide a unique transaction ID in order to avoid duplicate rejection.

6. **Release Notes:** regularly refer to the Release Notes for updates.

**Help**

If you have any questions or encounter problems, please call the DTrade Help Desk at 202 663 2838.