



Travelog World For Windows



ADDITIONAL VERSION 1.09 RELEASE NOTES:

Correct Airline Commissions

Normally Travelog gathers the correct airline commission from the CRS, however there are many occurrences when this information is not provided. We do have the facility to circumvent this problem with the following routine in the Airline Code Setup.

1. From the Travelog main menu screen click **ACCOUNTING -> CODES -> CODES MAINTENANCE** – This will default to the Airline Tab.
2. Either enter the 2-Letter Airline Code or browse for existing codes to modify.
3. Set commission rates on published fares

The screenshot shows the 'Codes Maintenance' window with the 'AIRLINE' tab selected. The 'Airline Code' is 'QF' and the 'Airline Description' is 'Qantas'. The 'IATA Airline' is '081'. The 'Domestic Travel' section shows a 'Type of Sale' of 'Dom Airfare', a 'Commission Rate' of '5.00 %', and 'Commissionable Taxes' set to 'QR,YQ,WG'. The 'Override Rate' is '1.00 % on Gross (ticketed)'. The 'Trans-Tasman Travel' section shows a 'Type of Sale' of 'Inter Airfare', a 'Commission Rate' of '5.00 %', and 'Commissionable Taxes' set to 'Nett (ex comm.)'. The 'International Travel' section shows a 'Type of Sale' of 'Inter Airfare', a 'Commission Rate' of '9.00 %', and 'Commissionable Taxes' set to 'Gross+Tax'. The status bar at the bottom indicates 'Please modify codes details', 'CAPS', 'NUM', '02/11/2004', and '14:53'.

Version 1.09's new interface will import published fare information while correctly calculating Commission on Qantas' QR, YQ and WG Tax Codes. In order for this function to work you will need to adjust the Airline Code for QF in the Codes Maintenance Area as per the above example. You can also automatically track BSP override commissions by defaulting these amounts against relevant airline codes.

Reservations Import defaults / additions.

There were some significant changes made to the import function in version 1.08 allowing you to default all names exported from Travel Services including Profiles to appear as either Full Names or Initials only. Users could also automatically combine names that have the same surname upon exporting from Travel Services. These changes were defaulted by the selections made **on each individual workstation** in the options area on the Export screen.

Please note **only** Group by Family and Log CRS Conversation should be selected

Travel Services - Amadeus Training - [Client Details 'Howard']

Quote Number: 220 Sales Assistant...

CLIENT DETAILS

Export to Reservation System

Options

- Export Initials Only
- Group by Family Name
- Ignore CRS GST calculation
- Estimate Infant ages
- Log CRS Conversation

Home Phone: 02 98665495

Work Phone: 02 96624451

Mobile Phone: 0415 888999

Fax: 02 98646593

Email Address: jonny@auslsgovt.com

Credit Card: AX/37601458986527/0505

Export Initials Only

Export Client/Agcy Info

Build Transit Info

Group by Family Name

PNR SECTOR INFORMATION

No.	Airline	Flight No.	Class	Depart	Dep. Date	Time	Arrive	Arr. Date
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ADDITIONAL PASSENGERS

Cat	Passenger Name	Selected	Passport
Grc	Howard/Jon Mr	<input checked="" type="checkbox"/>	
Loc	Howard/Jon Mr	<input checked="" type="checkbox"/>	GB - 56885474

PREFERENCES TO ADD TO PNR

Vendor Remark	OSI Request	SSR Request	Mileage Clubs		
Sector	Passenger	Code	Comment	Status	Selected
ALL	Howard/Jon Mr	NZ	156387	0	<input checked="" type="checkbox"/>
ALL	Howard/Jon Mr	QF	012345	0	<input checked="" type="checkbox"/>
ALL	Howard/Jon Mr	AA	4566523	0	<input checked="" type="checkbox"/>

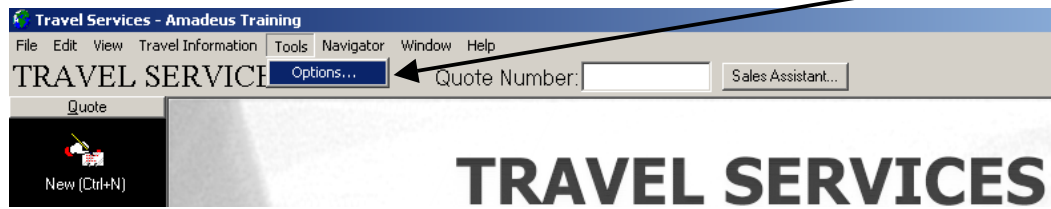
Add Preference Modify Preference (Un)select All Delete Preference

Progress: Ticketing Time Limit: 17/11/2004 Export/Import Export Close

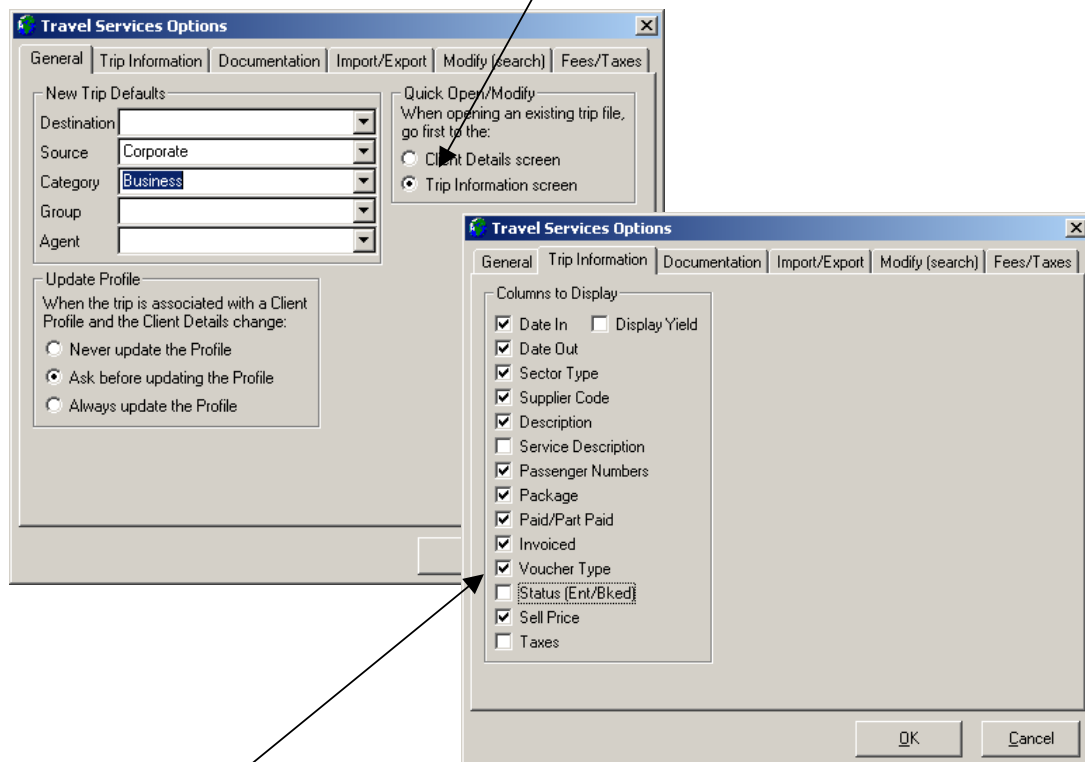
Users may also note that if the consultant's are using a stored profile to export information to the CRS, the client's credit card number can be selected to export to the booking as a remark and for Amadeus users this creates the 'FP' (F.O.P) element in your PNR.

Individual Workstation / PC Setup.

There are significant changes made to the Travel Services settings on each workstation including settings for the import function. Each individual user must select their own settings in the Options Area found under the TOOLS Button.

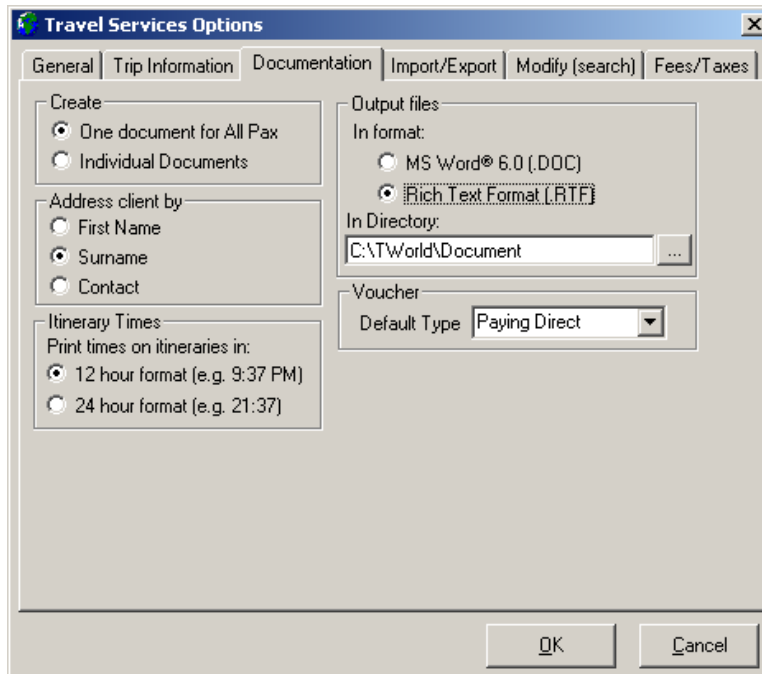


Default Client Details can be selected for the workstation eg: Corporate / Business and when modifying details the Client Details Screen can be skipped and users can go directly to the Trip Information Windows



As mentioned in the 'Significant New Features' documentation we have advised that all Travel Services Trip Information lines can be double-clicked to open. We have now also added functionality to issue vouchers directly from the Trip Line in the Trip Information area. This however is dependant on the function (Voucher Type) being selected in the above window found in the Trip Information Tab of the Options Area.

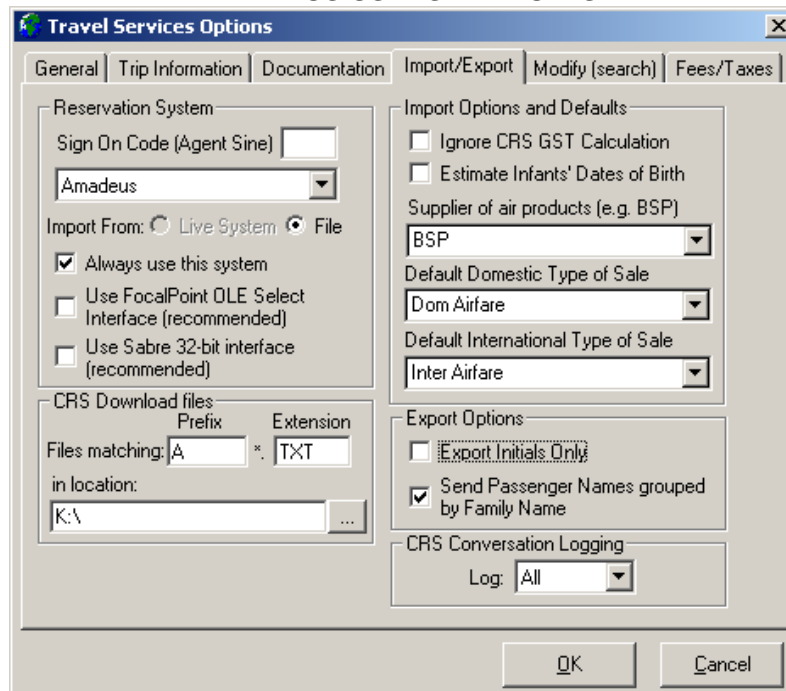
Documentation can also be defaulted in the preferred Export Format (normally Rich Text Format) along with default 12 or 24 Clock Itinerary formats.



IMPORTING FROM YOUR CHOSEN CRS:

Travel Services users can default their Reservation System Import selections along with suppliers of Air Tickets. Offices issuing their own tickets can default BSP as the Supplier in this area. Travelscene Agencies could select Travelscene Ticket Centre, Jetset Agents can select National Ticketing Centres etc...

AMADEUS USERS DEFAULTS:



SABRE USER DEFAULTS:

Travel Services Options

General | Trip Information | Documentation | Import/Export | Modify (search) | Fees/Taxes

Reservation System
Sign On Code (Agent Sine)
Sabre

Import From: Live System File

Always use this system

Use FocalPoint OLE Select Interface (recommended)

Use Sabre 32-bit interface (recommended)

CRS Download files
Prefix Extension
Files matching: *
in location:

Import Options and Defaults

Ignore CRS GST Calculation

Estimate Infants' Dates of Birth

Supplier of air products (e.g. BSP)
BSP

Default Domestic Type of Sale
Dom Airfare

Default International Type of Sale
Inter Airfare

Export Options

Export Initials Only

Send Passenger Names grouped by Family Name

CRS Conversation Logging
Log: All

OK Cancel

GALILEO USERS DEFAULTS (Check OLE or SDK with the Helpdesk):

Travel Services Options

General | Trip Information | Documentation | Import/Export | Modify (search) | Fees/Taxes

Reservation System
Sign On Code (Agent Sine)
Galileo

Import From: Live System File

Always use this system

Use FocalPoint OLE Select Interface (recommended)

Use Sabre 32-bit interface (recommended)

CRS Download files
Prefix Extension
Files matching: *
in location:

Import Options and Defaults

Ignore CRS GST Calculation

Estimate Infants' Dates of Birth

Supplier of air products (e.g. BSP)
AAT Kings

Default Domestic Type of Sale
Dom Airfare

Default International Type of Sale
Inter Airfare

Export Options

Export Initials Only

Send Passenger Names grouped by Family Name

CRS Conversation Logging
Log: All

OK Cancel

Lastly each individual workstation / consultant can select the Default Search / Sort by options when Modifying Travel Services Trips. Most users will select either Quote Number or Client Surname:

The image shows a screenshot of a software dialog box titled "Travel Services Options". The dialog has a blue title bar with a close button (X) in the top right corner. Below the title bar is a tabbed interface with the following tabs: "General", "Trip Information", "Documentation", "Import/Export", "Modify (search)", and "Fees/Taxes". The "Modify (search)" tab is currently selected and highlighted with a dotted border. Inside this tab, there is a section labeled "Sort By:" followed by a list of nine radio button options arranged in three columns: "Quote Number", "Home Phone Number", "Client Surname", "Work Phone Number", "E-Mail Address", "Trip Code", "Profile Code", "Routing", and "Departure Date". The "Client Surname" option is selected, indicated by a filled radio button. Below the radio buttons is a checked checkbox labeled "Show passenger names". At the bottom right of the dialog are two buttons: "OK" and "Cancel".