

What's New in PowerSuite?

PowerSuite New Functions Highlights – 15th September 2021

1. **Booking Folder now shows destination** – We have added a new data field, "Destination" into the Booking Folder header to enable travel consultants to identify the destination of the booking. The destination will also be shown in the Booking Folder search.

By default, PowerSuite captures the 1st service item of the Booking Folder. It is flexible for you to select other city codes if required.

Order - S00000001861 (jancy) - CLARK STELLA - Active(Balanced)

Order Type	Booking Order	Destination	HKG
Booking Type	Retail	Customer No.	RETAIL0061

PowerSuite shows the Destination in Booking Folder search result.

Booking

Type of Date: Order Date | From: 01JUL21 | To: 30SEP21 | Status: All | User Group: | Product: All

1861 | Search | Reset

Status: Quoted Active Balanced Ended Void

Show 15 entries | Filter | Excel

TCID	Status	Order Date	Order No.	Destination	Trip Date	Customer Name	Passenger Name	Description
1	jancy	28JUL21	S00000001861	HKG	11SEP21	CLARK STELLA	CLARK/STELLA MS	

Showing 1 to 1 of 1 entries | FIRST | PREVIOUS | 1 | NEXT | LAST

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2. **Revamped Service Tab in Booking Folder** – We have revamped the Service Tab in the Booking Folder to facilitate travel consultants to review the service(s) at a glance. We have also added “Hide Cost” and “Show Document No.” to provide different service views.

Description / Itinerary	PNR	Status	Passenger / Ticket/Voucher No.	Supplier / Reference	Qty	Total Sales	Total Invoiced	Total Cost	Total Payment	Refund	Action
Int'l Air Ticket - WHOLESALER - 10 SYD/HKG/SYD By CX Date:11SEP21 - 18JUL21	DFXGNG	HK	CLARK/STELLA MS 160-232332222 ...	TKTWHO	2 AUD	3,540.00	0.00 AUD	3,520.00	0.00	N	[Icons]
International Hotel - 60 SHERATON HONG KONG(HKG) 1 X DELUXE TWIN Date: 11SEP21 - 18SEP21			DAVIS/JESSICA MISS ... HTLCEN	HTLCEN	AUD	560.00	0.00 AUD	477.65	0.00	N	[Icons]

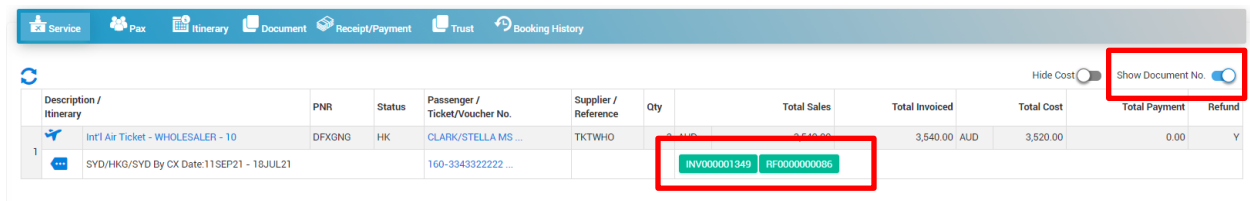
- 1) You can click on the “Service Description” to retrieve the service details
- 2) 1st passenger with ticket no. / voucher no. will be shown. You can click on the 1st passenger to review a list of passengers associated with the service.
- 3) Supplier & supplier reference will be shown
- 4) Total Sales, Total Invoiced, Total Cost and Total Payment associated with the document actions will be shown. You can click on the document name to issue the document.
- 5) If there's a refund tag with the service item, “Y” will be shown in the “Refund” column
- 6) The last section of the service shows the actions –“Package”, “Copy”, “Transfer”, “Suppress”, and “Delete”

You can toggle the “Hide Cost”. The related cost, payment, commission and yield will be changed to ***

Charge Type	Sales	Cost	GST	Commission	Yield %	Settled	Pending Refund	Debtor Balance
Chargeable	3,540.00	***	***	***	***	0.00	0.00	3,540.00
Pay Direct	0.00	***	***	***	***			
Total	3,540.00	***	***	***	***			
Non-Chargeable	0.00	***	***	***	***			

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You can toggle the "Show Document No.", the related document(s) associated with the service item will be shown. You can click on document no. and retrieve the document for review.

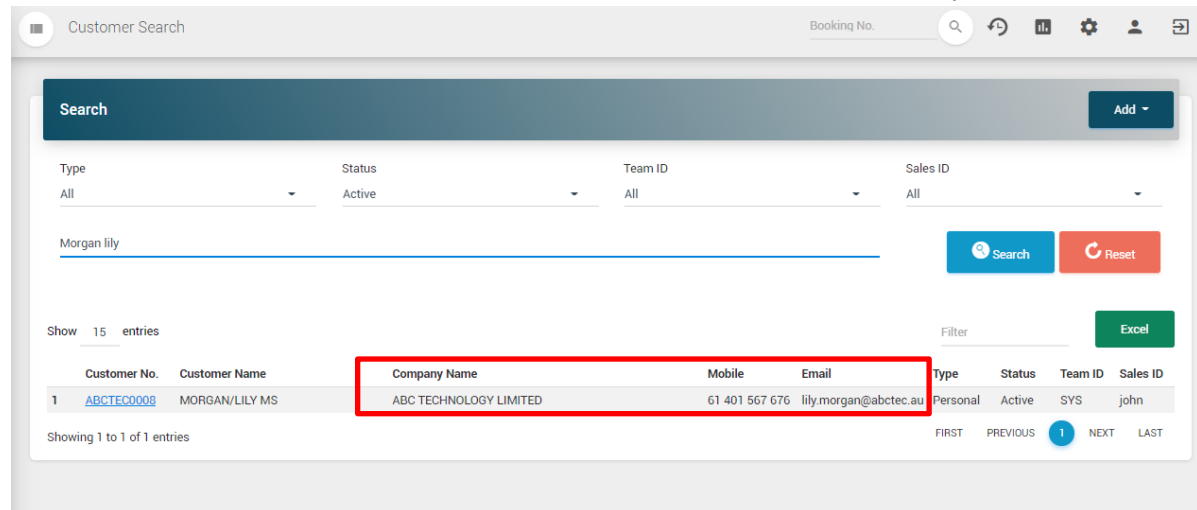


The screenshot shows a table with columns: Description / Itinerary, PNR, Status, Passenger / Ticket/Voucher No., Supplier / Reference, Qty, Total Sales, Total Invoiced, Total Cost, Total Payment, and Refund. A toggle for 'Show Document No.' is in the top right, and two document numbers are highlighted in red boxes in the 'Total Sales' column.

Description / Itinerary	PNR	Status	Passenger / Ticket/Voucher No.	Supplier / Reference	Qty	Total Sales	Total Invoiced	Total Cost	Total Payment	Refund
Int'l Air Ticket - WHOLESALER - 10	DFXGNG	HK	CLARK/STELLA MS ...	TKTWHO		3,540.00	3,540.00	3,520.00	0.00	Y
SYD/HKG/SYD By CX Date:11SEP21 - 18JUL21			160-334332222 ...			INV000001349 RF0000000086				

3. **Easy identification of passenger and customer** – PowerSuite has been enhanced to display the mobile no. and email of a customer when searching for a profile.

Customer Profile Search – Email and Mobile no. will be shown in the customer profile search result



The screenshot shows a 'Customer Search' interface with filters for Type, Status, Team ID, and Sales ID. A search bar contains 'Morgan lily'. Below the search bar, a table displays search results. The first result is highlighted with a red box around the 'Company Name', 'Mobile', and 'Email' columns.

Customer No.	Customer Name	Company Name	Mobile	Email	Type	Status	Team ID	Sales ID
ABCTEC0008	MORGAN/LILY MS	ABC TECHNOLOGY LIMITED	61 401 567 676	lily.morgan@abctec.au	Personal	Active	SYS	john

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This feature is also available when adding a new Booking Folder. Customer Email and Mobile no. will be shown in the smart search of Customer No.

Order - New

Booking No. [Search Icon] [Refresh Icon] [Print Icon] [Settings Icon] [User Icon] [Help Icon]

Order Type: Booking Order | Destination: | Trip Date: | Trip Deadline: | Save

Booking Type: Retail | Customer No.: Clark | Name: | Policy/Remarks: |

Sales ID: | Your Ref.: | jancy/Jancy Leung

Campaign: |

Contact: |

Name	Surname	Given Name	Title	Email	Mobile	Address
ABCTEC0010	CLARK	JENNY		(61 401787566, jenny.clark@abctec.au)		
RETAIL0061	CLARK	STELLA		(9093 9899, dori@gmail.com)		

Add Passenger in Booking Folder – Passenger Email and Mobile no. will be shown in the smart search.

S00000001871 - Package

Product

50/International Package | PNR: | PNR: | Suppress Itinerary

DK No.:

REMARKS MIS DESCRIPTION

Pax

+ 1 | Voucher No. |

Pax

PTC

1 ADT/Adult | Passenger

Passenger	Name	Email	Mobile
ABCTEC0010	CLARK JENNY	(61 401787566, jenny.clark@abctec.au)	
RETAIL0061	CLARK STELLA	(9093 9899, dori@gmail.com)	

What's New in PowerSuite?

- Client Documents Email Subject** – We have enhanced the default email subject for client documents, including Invoice, Client Statement, Quotation, Deposit & Balance Receipt with **<Document Type> <Document No.> for <1st Traveller Name> booking <Booking Folder No.> - <Destination> <Trip Date>**

Invoice Email Subject -

The screenshot shows the 'Email' configuration window for a 'Tax Invoice'. The subject line is highlighted with a red box and reads: 'Tax Invoice INV1349 for CLARK/STELLA MS booking SO1869 - SYDNEY 18 Jul 21'. The 'Send to' field is checked for 'MS CLARK STELLA ROSE' with the email address 'stella.r.clark@gmail.com'. There are also fields for 'Name' and 'Email' for additional recipients. The 'Cc' and 'Bcc' fields are empty. The 'Message' field contains the contact information for Jancy Leung at XML Travel, with the phone number 2892 5686. A 'Send' button is located at the bottom right of the window.

Client Statement Email Subject –

The screenshot shows the 'Email' configuration window for a 'Client Statement'. The subject line is highlighted with a red box and reads: 'Client Statement for CLARK/STELLA MS booking SO1869 - SYDNEY 18 Jul 21'. The 'Send to' field is checked for 'MS CLARK STELLA ROSE' with the email address 'stella.r.clark@gmail.com'. There are also fields for 'Name' and 'Email' for additional recipients. The 'Cc' and 'Bcc' fields are empty. The 'Message' field contains the contact information for Jancy Leung at XML Travel, with the phone number 2892 5686. A 'Send' button is located at the bottom right of the window. On the left side of the interface, there is a sidebar with a list of passengers: 'CLARK/STELLA MS' and 'DAVIS/JESSICA MISS', both of which are checked. There are also sections for 'Time Format', 'Header Remark', 'Cost Item Remark', and 'Footer Remark', each with an 'Update' button.

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Quotation Email Subject –

Quotation - S00000001869 (jancy) - CLARK STELLA

Quotation - S00000001869 (jancy) - CLARK STELLA

Passenger(s)

- CLARK/STELLA MS
- DAVIS/JESSICA MISS

Time Format

Header Remark

Option Selection

Option 1 ▾

- Int'l Air Ticket - WHOLESALER - 10 SYD/HKG/SYD By CX Date:11SEP21 - 1

Total Cost

Email

Subject: Quotation for CLARK/STELLA MS booking S01869 - SYDNEY 18 Jul 21

Send to:

- MS CLARK STELLA ROSE stella.r.clark@gmail.com
- Name Email
- Name Email

Cc. Email

Bcc. Email

Message: Jancy Leung
XML Travel
Tel. 2892 5686

Send

Deposit Receipt Email Subject –

Deposit - S00000001869 (jancy) - CLARK STELLA - Printed

Deposit - S00000001869 (jancy) - CLARK STELLA - Printed

Email

Subject: Deposit DP471 for CLARK/STELLA MS booking S01869 - SYDNEY 18 Jul 21

Send to:

- MS CLARK STELLA ROSE stella.r.clark@gmail.com
- Name Email
- Name Email

Cc. Email

Bcc. Email

Message: Jancy Leung
XML Travel
Tel: 2892 5686

Send

Direct Deposit

y
14-SEP-21
AUD
\$500.00
CLARK STELLA

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Balance Receipt Email Subject –

Receipt - S0000001869 (jancy) - CLARK STELLA - Valid

Receipt - S0000001869 (jancy) - CLARK STELLA - Valid

Email

Subject: Receipt INV134901 for CLARK/STELLA MS booking SO1869 - SYDNEY 18 Jul 21

Send to: MS CLARK STELLA ROSE stella.r.clark@gmail.com
 Name Email
 Name Email

Cc: Email

Bcc: Email

Message: Jancy Leung
XML Travel
Tel: 2992 5686

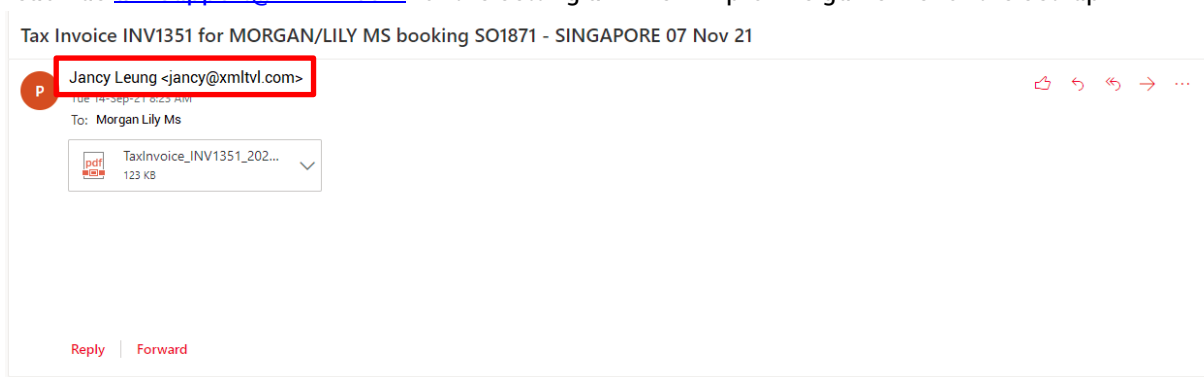
Send

Payment Summary					
FOP	Description	Date	Currency	Amount	Drawer
Direct Deposit		14-SEP-21	AUD	\$3,540.00	CLARK STELLA

OFFICIAL RECEIPT - INV1349(01) Page 1 of 1

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- Enhanced email setting** – PowerSuite has been enhanced to allow the agency email documents using travel consultant's email address. This is subject to email server and personal email setting. Please reach us anzsupport@xmlhk.com for the setting and we will provide guideline for the set-up.



- Hyperlink document in Report** – PowerSuite has been enhanced to hyperlink to the document / booking folder upon you mouse over the report generated. It is easy for you to cross-check the document / booking folder while reviewing the report data.

You can mouse over the document/booking folder no., right-click and select "Open link in new tab". The document/booking folder will be open in a new browser tab.

The screenshot shows a report viewer interface. The report title is "PSCloud(AU-DEMO) Booking Status Report". The table below contains booking data with columns for Order No., Order Date, Trip Date, Order Destination, Total Sales, Destination, Trip Deadline, Status, and TCID. A context menu is open over the row with Order No. SO0000001, showing options like "Open link in new tab", "Open link in incognito window", "Save link as...", "Copy link address", "Save as...", "Print...", "Rotate clockwise", "Rotate counterclockwise", and "Inspect".

Order No.	Order Date	Trip Date	Order Destination	Total Sales	Destination	Trip Deadline	Status	TCID
SO000001542	01-12-2020	12-07-2021	NAN	1,348.26	International		Active	Graham
SO000001607	09-02-2021	08-05-2021	SYD	1,403.80	International		Active	jancy
SO000001816	10-02-2021	09-06-2021	ADL	1,258.00	Domestic		Quote	jancy
SO000001818	11-02-2021	09-06-2021	SYD	1,953.80	International		Active	jancy
SO0000001	Open link in new tab		LHR	460.00	International		Active	jancy
SO0000001	Open link in incognito window		AKL	900.00	International		Active	jancy
SO0000001	Open link in incognito window		LHR	550.00	International		Active	jancy
SO0000001	Save link as...		SYD	1,403.80	International		Active	jancy
SO0000001	Copy link address		SYD	1,403.80	International		Active	jancy
SO0000001	Save as...	Ctrl+S	ADL	1,258.00	Domestic		Quote	jancy
SO0000001	Print...	Ctrl+P	SGN	1,823.80	International	27-02-2021	Active	Kristy
SO0000001			SYD	1,403.80	International		Active	jancy
SO0000001	Rotate clockwise	Ctrl+]]	SGN	1,823.80	International		Active	Kristy
SO0000001	Rotate counterclockwise	Ctrl+[[SYD	0.00			Quote	Kristy
SO0000001			SYD	1,403.80	International		Quote	jancy
SO0000001	Inspect		LHR	450.00	International		Quote	jancy

Please get in touch with anzsupport@xmlhk.com if you have any questions.