What's New in PowerSuite?

PowerSuite New Functions Highlights – 27th April 2022

1. **Renamed Charge Type** – To standardize with market terminology we have renamed the service Charge Type from "Pay Direct by Company" to "Chargeable to Company".

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2. **Store Supplier Payment Email in the Booking Folder** – PowerSuite has been enhanced to store the supplier document email in the Booking Folder, in the same way customers' document emails are currently kept.

Now you can click on the "Email" hyperlink to retrieve the email content and download the Payment Voucher in the Booking Folder.

3. **Bank Deposit** – Sometimes, mistakes in Bank Deposit Creation are made that cannot be reversed. PowerSuite has been enhanced to search the Bank Deposit record and even cancel the transactions.

Go to the Bank Deposit module and select the transactions to transfer to the Bank account.

Bank Deposit will be created

Go to Document Search > Bank Deposit. Search for the Bank Deposit batch and click the batch no.

Click "Options". Select "Void" if required.

4. **Email Template Setting –** You may need to type manually or copy and paste the email content while sending the documents via PowerSuite. PowerSuite has been enhanced to enable you to set up email content templates. You can also use the parameters (such as customer name, document no., destination, departure date, contact information etc) to personalize your email content.

Go to System Setting > Email Template
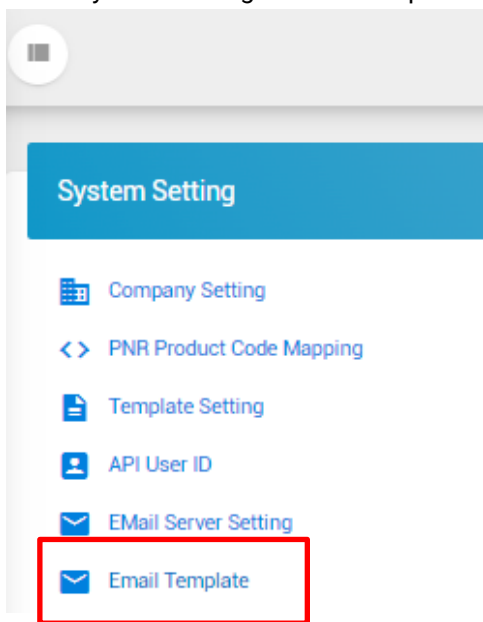
Select the Document Type. Let's select "Client Statement" in this example
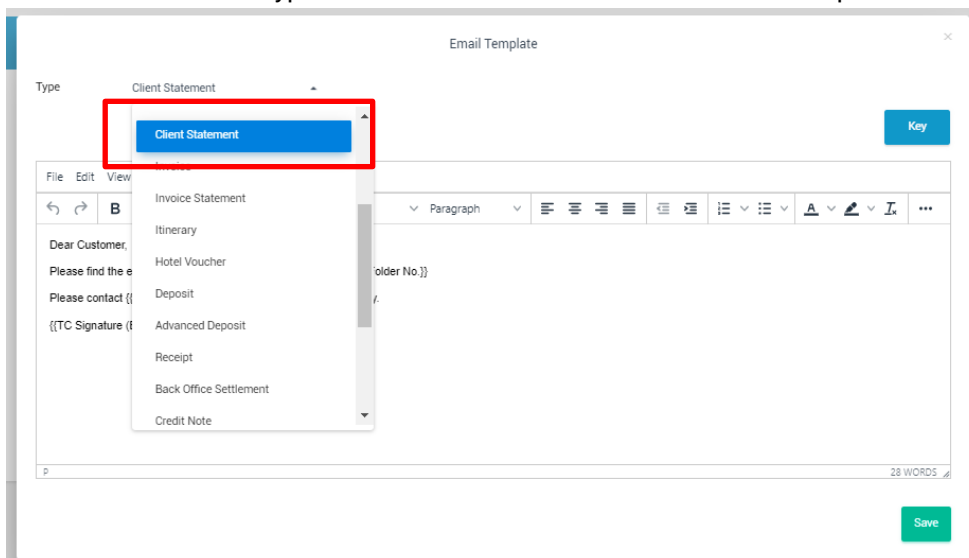
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Compose the email content. You may select the font type, style and colour. Also, you can click the "Key" to select the variables in the email content.

The variables will be shown as {xxxxxxx} in the email content.
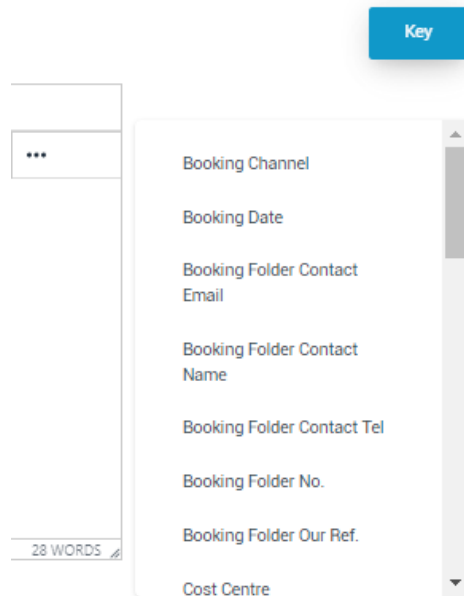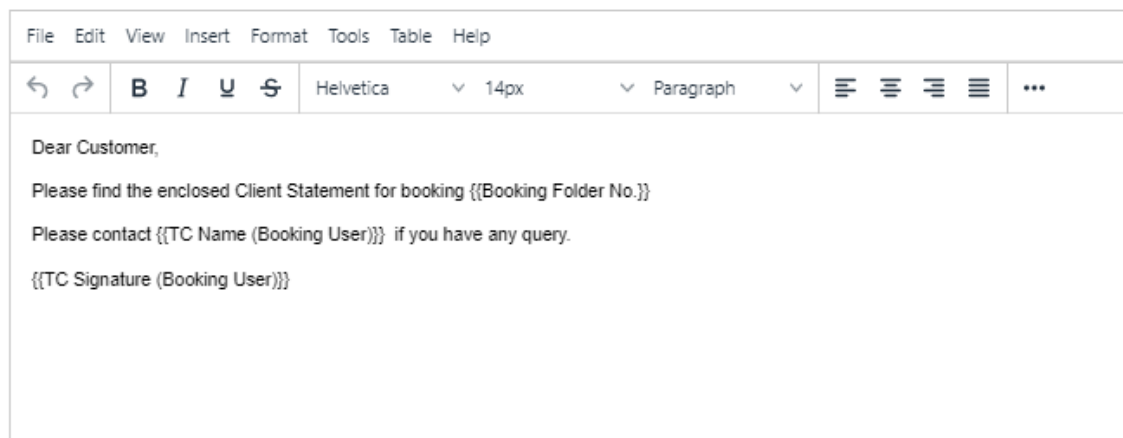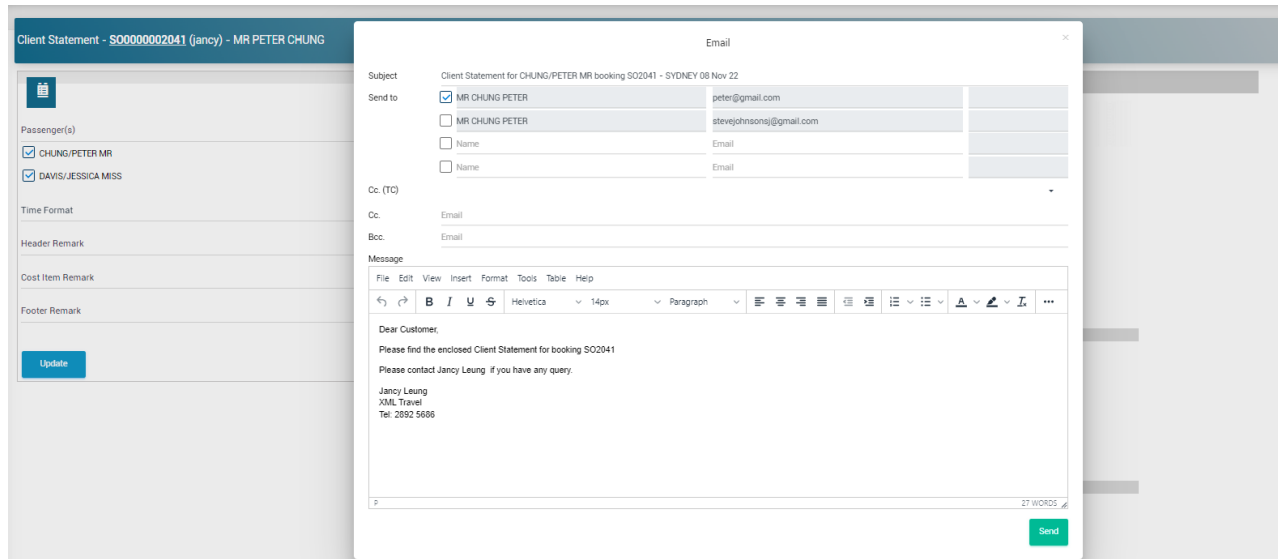
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When you email the client statement from the booking folder, the email content will be shown with the variables indicated in the Email Template setting.

 You can configure the email content for Quotation, Client Statement, Invoice, Invoice Statement, Itinerary, Hotel Voucher, Deposit receipt, Advanced deposit receipt, Front Office receipt, Back Office receipt, Credit Note, Payment, Prepayment, Delivery Order, Email Documents in Booking Folder and Batch Processing Documents in Document module.

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