

What's New in PowerSuite?

PowerSuite New Functions Highlights – August 2022

1. **Priority Remarks in Booking Folder** – We enhance PowerSuite to allow travel consultants to set priority remarks in the booking folder. The enhancement helps travel consultants to serve customers better to keep alert what need to pay attention to the booking.

Click "Message" in the Booking Folder

Order - SO0000002101 (jancy) - MR PETER CHUNG - Quoted

Order Type	Booking Order	▼	Destination
Booking Type	Retail	▼	Customer No.
Sales ID	tom/Tom	▼	Your Ref.
Campaign		▼	
Contact			
Name	CHUNG	PETER	

REMARKS BILLING INFO. CREDIT CARD UPLOAD FILES MESSAGE TASK

Input the "Message" and click the "Star" icon. Click "Save"

Log - SO0000002101 (jancy) - RETAIL0002

New Message

Internal External

The customer paid a deposit of \$1000 to the Cruise line.

Save

The remarks will be shown at the top section of the Booking Folder

Order - SO0000002101 (jancy) - MR PETER CHUNG - Quoted

Priority Remarks

Booking

The customer paid a deposit of \$1000 to the Cruise line.

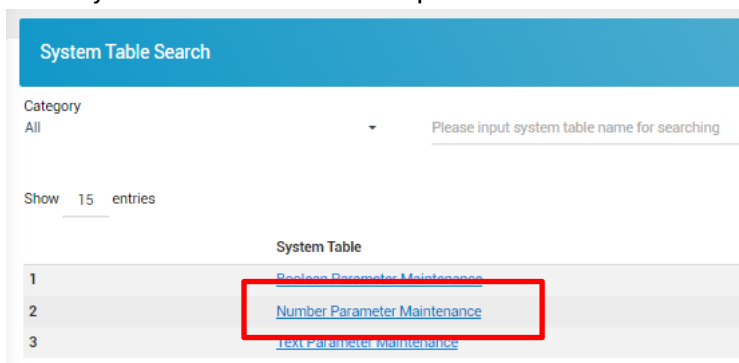
Order Type	Booking Order	▼	Destination
Booking Type	Retail	▼	Customer No. RETAIL0002
Sales ID	tom/Tom	▼	Your Ref.

What's New in PowerSuite?

2. **More flexible in Booking Folder search** – PowerSuite has been enhanced to allow users to configure the date range for booking folder search. You can define the date range with “no. of months” before the system date.

Please reach your system administrator for the configuration or anzsupport@xmlhk.com to guide you through the setup.

Go to System Tables > Search for parameter > Select “Number Parameter Maintenance”.



System Table Search

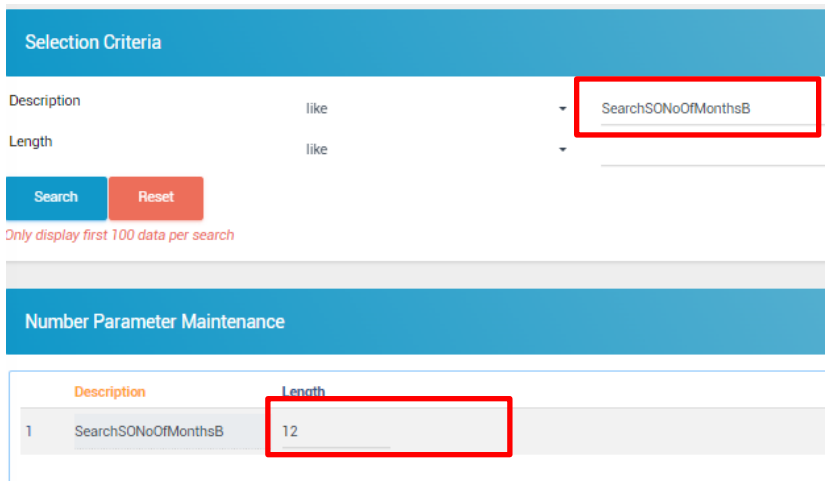
Category: All

Please input system table name for searching

Show 15 entries

System Table	
1	Business Parameter Maintenance
2	Number Parameter Maintenance
3	Text Parameter Maintenance

Input the parameter – SearchSONoOfMonthsB and click “Search”. You can input the no. of month in “Length”. For example, 12 refers to 12 months before the system date. Click “Save”



Selection Criteria

Description: like SearchSONoOfMonthsB

Length: like 12

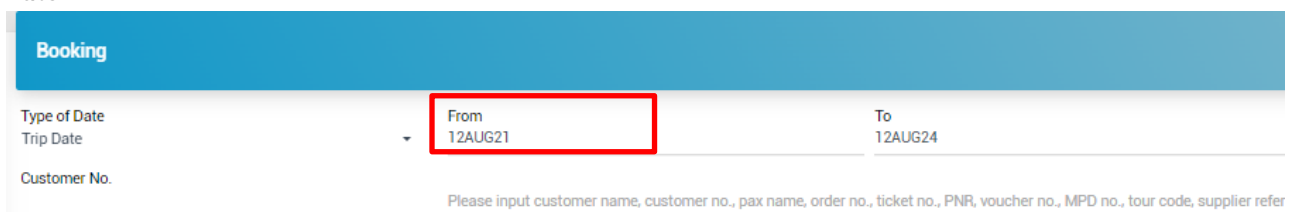
Search Reset

Only display first 100 data per search

Number Parameter Maintenance

Description	Length
1 SearchSONoOfMonthsB	12

In the Booking Folder search, the “Trip Date” range will be shown as 12 months before the system date



Booking

Type of Date: Trip Date

From: 12AUG21 To: 12AUG24

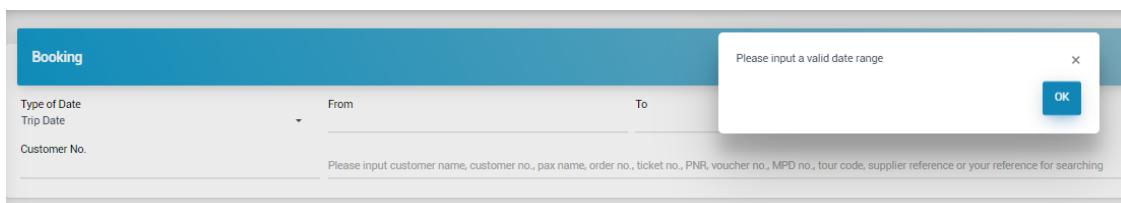
Customer No.

Please input customer name, customer no., pax name, order no., ticket no., PNR, voucher no., MPD no., tour code, supplier refer

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- Mandatory searching criteria for Booking Folder search** – PowerSuite has been enhanced to set date range as mandatory for Booking Folder search to improve the system loading time. Ride on the program enhancement in the default date range setting; we facilitate users to locate the Booking Folder quickly and handy.

PowerSuite prompts the user to input a valid date range for the Booking Folder search.



The screenshot shows the 'Booking' section of the PowerSuite interface. It includes fields for 'Type of Date', 'Trip Date', 'From', 'To', and 'Customer No.'. A modal dialog box is open, prompting the user to 'Please input a valid date range' with an 'OK' button. Below the search fields, there is a note: 'Please input customer name, customer no., pax name, order no., ticket no., PNR, voucher no., MPD no., tour code, supplier reference or your reference for searching'.

- Show Aircraft name in Itinerary / Client Statement / Quotation** – PowerSuite has been enhanced to show the aircraft name in the customer documents,

Saturday 10 September 2022 - BSP Flight	
15:55	Depart: SYDNEY KINGSFORD on QANTAS AIRWAYS flight QF 1 ECONOMY Confirmed
Terminal:	1
Stopover:	SINGAPORE
Aircraft:	AIRBUS INDUSTRIE A380-800 JET
Flying Time:	22 hours 10 minutes
Distance:	10671 miles
Airline Reference:	SPOEZ6
06:35	Arrive: LONDON HEATHROW Sunday 11 September
Terminal:	3

Thursday 10 November 2022 - BSP Flight	
20:35	Depart: LONDON HEATHROW on QANTAS AIRWAYS flight QF 2 ECONOMY Confirmed
Terminal:	3
Stopover:	SINGAPORE
Aircraft:	AIRBUS INDUSTRIE A380-800 JET
Flying Time:	20 hours 50 minutes
Distance:	10671 miles
Airline Reference:	SPOEZ6
06:15	Arrive: SYDNEY KINGSFORD Saturday 12 November
Terminal:	1

What's New in PowerSuite?

- Enhanced Payment Process** – We added “Invoice date” and “Ticket issue date” as the additional criteria for you to quickly locate the transactions to process supplier payments.

Search Costing for payment

Invoice date: 01JUN21 - 31AUG22 Invoiced Settled

Costing Date: [input field]

Invoice date
Ticket Issue Date

Doc. No.	Reference no.	Supplier Inv.No./Ref.	Pax Name	Outstanding Amount	TCID
No data available in table					

Showing 0 to 0 of 0 entries

FIRST PREVIOUS NEXT LAST

- New “Car Booking Report”** – We added a new “Car Rental Report – RPT154” to show you the car rental booking transactions for customers. You can access the new report in the Report module by searching for “Car Rental Report”.

Please reach your system administrator if you cannot locate the new report as it may relate to the access rights setting, or you can contact us at anzsupport@xmlhk.com

Home RPT154 - Car Rental Report

Published by SYSTEM, version 1 on 20Jul22 11:05:20

Preview Excel PDF Word Chart Schedule

Searching Criteria

Date of collection: Between 01JAN22 and 31JUL22

Last 6 Months

Customer No.: =

Charge Type: In

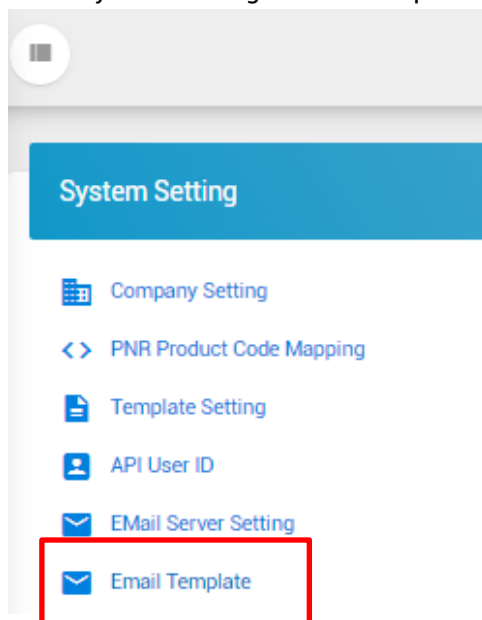
Booking No.: =

What's New in PowerSuite?

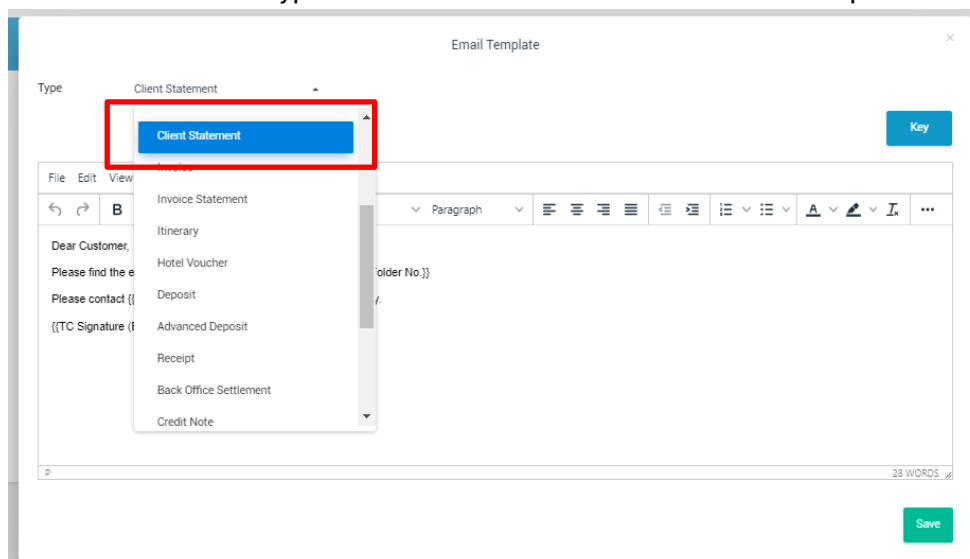
OPERATIONS IMPROVEMENT TIPS

Set up the email content templates in PowerSuite. Save your time by typing in email content for every client document sent!

Go to System Setting > Email Template

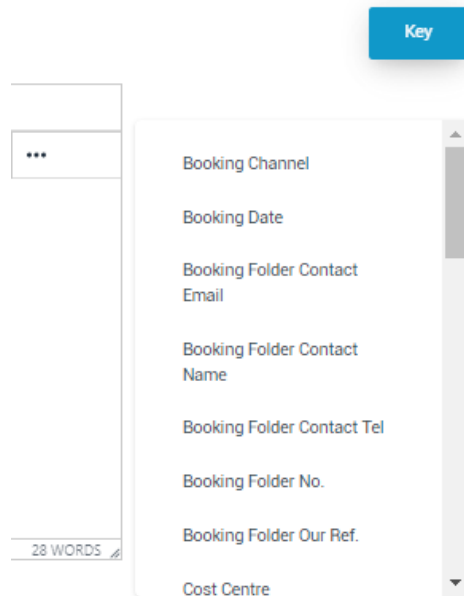


Select the Document Type. Let's select "Client Statement" in this example

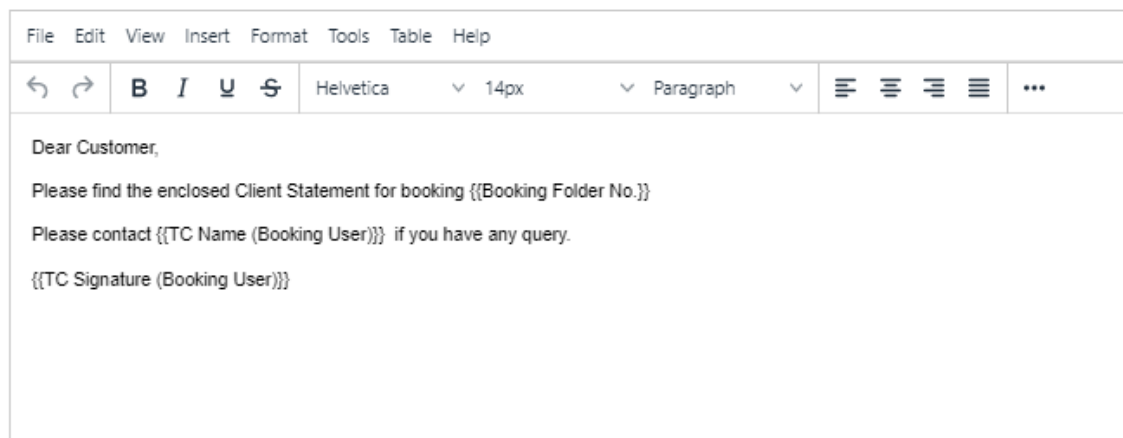


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Compose the email content. You may select the font type, style and colour. Also, you can click the "Key" to select the variables in the email content.

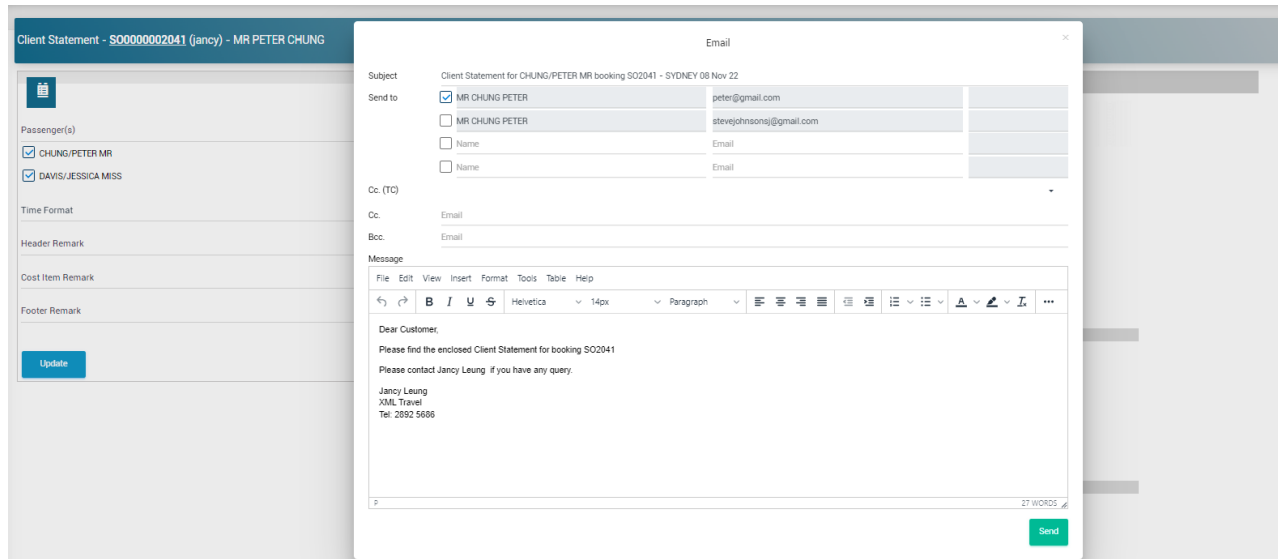


The variables will be shown as {xxxxxxx} in the email content.



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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.