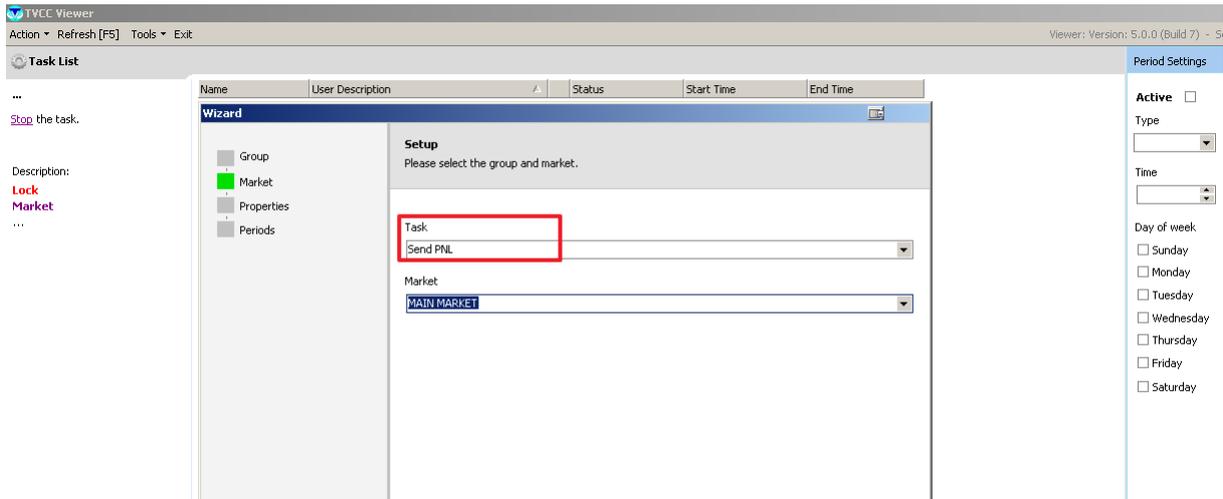


TVCC TASKS

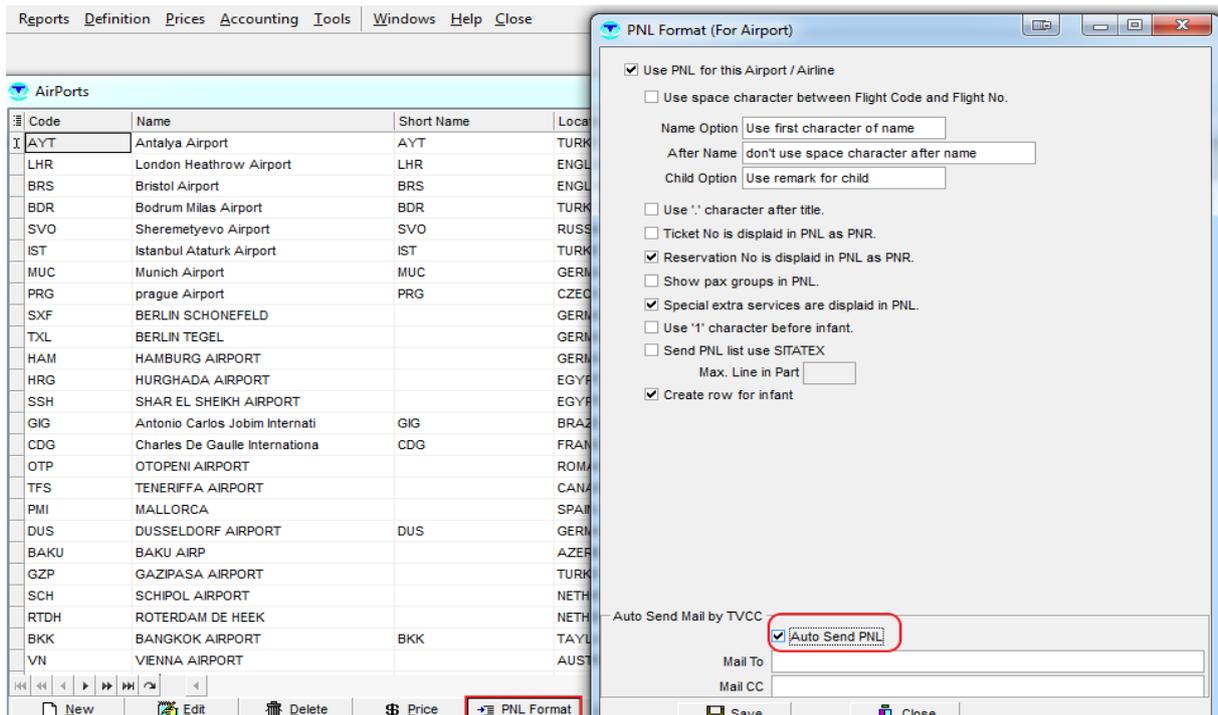
- [-Send Pnl \(TourVisio Related\)](#)
- [-Send Reservation Notice to Agency \(TourVisio Related\)](#)
- [- Agency Confirmation \(TourVisio Related\)](#)
- [- Payment Reminder \(TourVisio Related\)](#)
- [- Birthday Message \(TourVisio Related\)](#)
- [- Auto Send Reservations to Incoming Agency \(Send reservations to supplier\) \(TourVisio Related\)](#)
- [- Option Date Expired Rules \(TourVisio Related\)](#)
- [- Send Overdue Payment Mail \(TourVisio Related\)](#)
- [- Automatic Get Rate \(TourVisio Related\)](#)
- [- Send Flight Optimization Report \(TourVisio Related\)](#)
- [- Paximum Parameters \(TourVisio Related\)](#)
- [- Paximum Hotel Restriction \(TourVisio Related\)](#)
- [- Reservation Reminder to Passanger \(TourVisio Related\)](#)
- [- Rebuild Index \(TVCC Related\)](#)
- [- Recompile \(TVCC Related\)](#)
- [- Flight Allotment Reorganisation \(Reorganise Flight Allotments\) \(TVCC Related\)](#)
- [- Hotel Allotment Reorganisation \(Reorganize Hotel Allotments\) \(TVCC Related\)](#)
- [- Send Reservations Contract \(TVCC Related\)](#)
- [- Send Visa Documents \(TVCC Related\)](#)
- [- Clear inactive Price List records \(TVCC Related\)](#)

Send Pnl

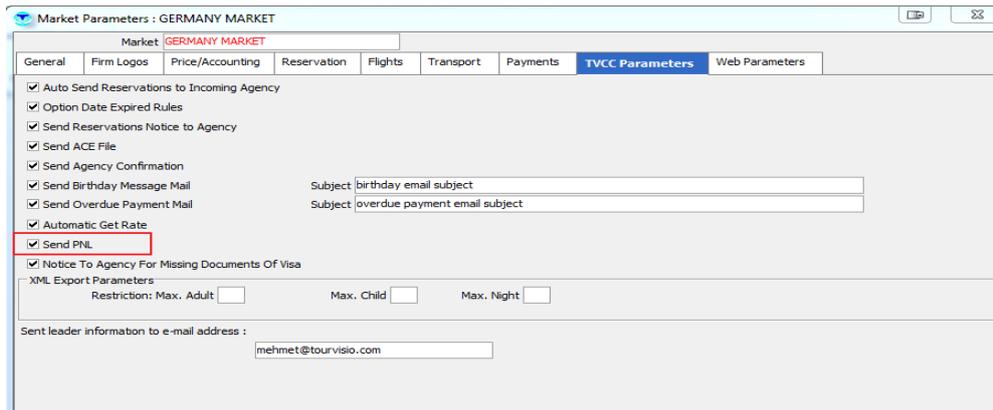


This task sends periodically (or just once if desired by selecting related field) PNL lists in various formats to the airlines, airports and/or desired e-mail addresses.

Flight, Airline or Airport must have “Auto Send PNL” click in PNL format field.

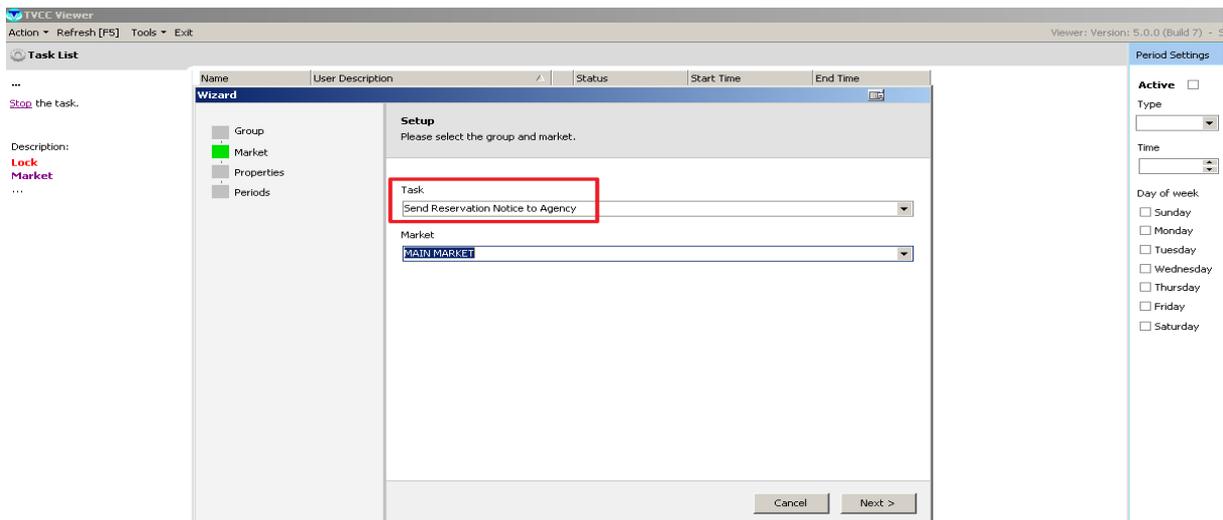


Send PNL check must be active in Tourvisio Market Parameters.



Also departure time information of related flight / flight days must be filled.

Send Reservation Notice to Agency



This task sends notification to agencies defined day/s before departure day of reservations. In order to operate this task “allow sending reservation notice for agency using TVCC program” must be clicked beneath related flights.

Flights - AB66 (AYT-DUS)

Flight No: AB66
 Operator: OPERATOR 1
 Airline Company: AIR BERLIN
 Flight Type: [dropdown]
 Plane Model: [dropdown]

City: ANTALYA
 Airport: Antalya Airport
 Time: 01:00

Departure: DUSSELDORF
 Arrival: DUSSELDORF AIRPORT
 Time: 04:00 +0 Day

Next/Previous Flight: AB55
 PNL Name: AB66
 Flying Days: 2,5,6
 Counter Close Time: 00:00 (Before Flight Time)

Direction: Departure Arrival First Flight of Route

Ticket Name: [text]
 Baggage (Kg): [text] Baggage (Kg) For Infant: [text]
 Total Seat: [text]

Allow sending reservation notice for agency using TVCC program

Price Round Options:
 Buying Prices: <use system options>
 Selling Prices: <use system options>
 Payment: <use system options>

Infant Max Age: 1,99 (Free)
 Child Max Age: [text]
 Teenage Max Age: [text]

Pay Commission
 Agency E. B.
 Passenger E. B.
 Discounts may apply
 Only ticket save as request

Service Confirm: OK
 VAT: [text] %
 Virtual:
 Comment: [text]
 Default Supplier: [text]

External Accounts:
 Code 1: [text]
 Code 2: [text]
 Code 3: [text]

Buttons: Save, Close

Also related check must be clicked in Market Parameters.

Market Parameters : GERMANY MARKET

Market: GERMANY MARKET

General Firm Logos Price/Accounting Reservation Flights Transport Payments TVCC Parameters Web Parameters

Auto Send Reservations to Incoming Agency
 Option Date Expired Rules
 Send Reservations Notice to Agency
 Send ACE File
 Send Agency Confirmation
 Send Birthday Message Mail Subject: birthday email subject
 Send Overdue Payment Mail Subject: overdue payment email subject
 Automatic Get Rate
 Send PNL
 Notice To Agency For Missing Documents Of Visa

Sending will be to Agency e-mail address (not to Agency User e-mail). Also in TVCC if you insert test mail address e-mail will be sent just to test address.

Document design must be done in Market Documents for Reservation Notice for Agency Document.

Market Documents - Reservation Notice For Agency

Document Types	Form Name	Default	Valid	Copy	Top Margine	Bottom Margine	L
Voucher	RESERVATION NOTICE FOR AGENCY	<input checked="" type="checkbox"/>	<All>	1			
Receipt							
Invoice for Agency							
Invoice for Passenger							
Invoice for Flight Block							
Visa							
Reservation Contract							
Hotel Reservation Form							
Reservation Notice For Agency							
Agency Confirmation							

Agency Confirmation

When reservation status becomes OK and check in day is greater than TODAY, TVCC will send automatically confirmation to B2B agencies. After this transaction “Confirmed to Agency” field becomes checked in the related reservations card.

The screenshot shows the 'Reservation - Edit :GE000645' window. The reservation status is 'Modified' on 19.08.14 13:49. The 'Confirmed to Agency' checkbox is checked, with a timestamp of 09.09.2014 18:10:00. The reservation details include: Route: ANTALYA, Package: ARGENTINO HOTEL PACKAGE, Begin/End Date: 13.09.2014 to 20.09.2014, Night: 7, Price List: 661.ARGENTINO HOTEL PACKAGE (01/07~01/11/14) from 01/07/, Price Source: Price List, Adult: 2, Child: 0, Add Pax: 0. The reservation note and internal note fields are empty. The 'Detail' tab is active, showing reservation status, confirmation, payment status (Paid), payment due date, passenger EB, agency EB, PL SPO, and allow documents print options.

E-mail sending will be to Agency user e-mail address. If agency user mail address is missing, sending will be done to Agency e-mail address.

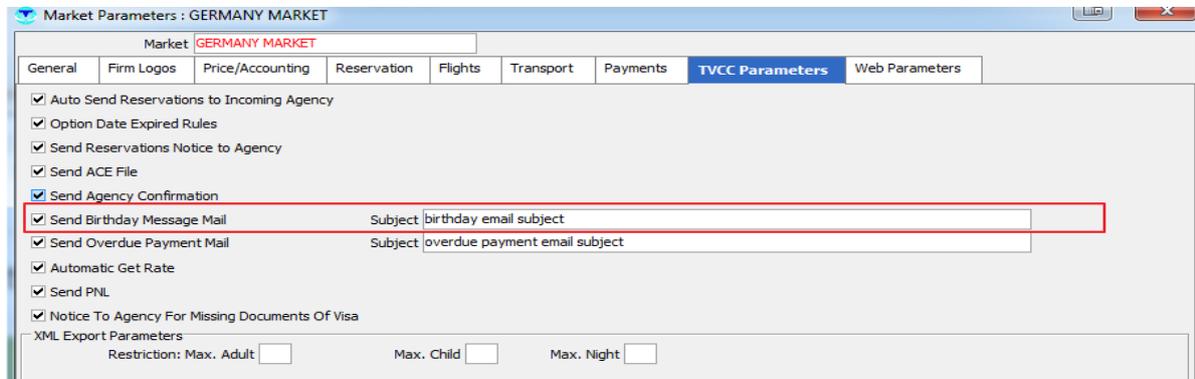
Payment Reminder

Sends reminder e-mail to reservation leader(or agency e-mail address) desired days before payment (payment plan steps). “Send overdue payment mail” from market parameters must be checked. Same check is necessary for “Send Overdue Payment Mail” task. Agency user e-mail, agency e-mail, and reservation leader e-mail address must exist.

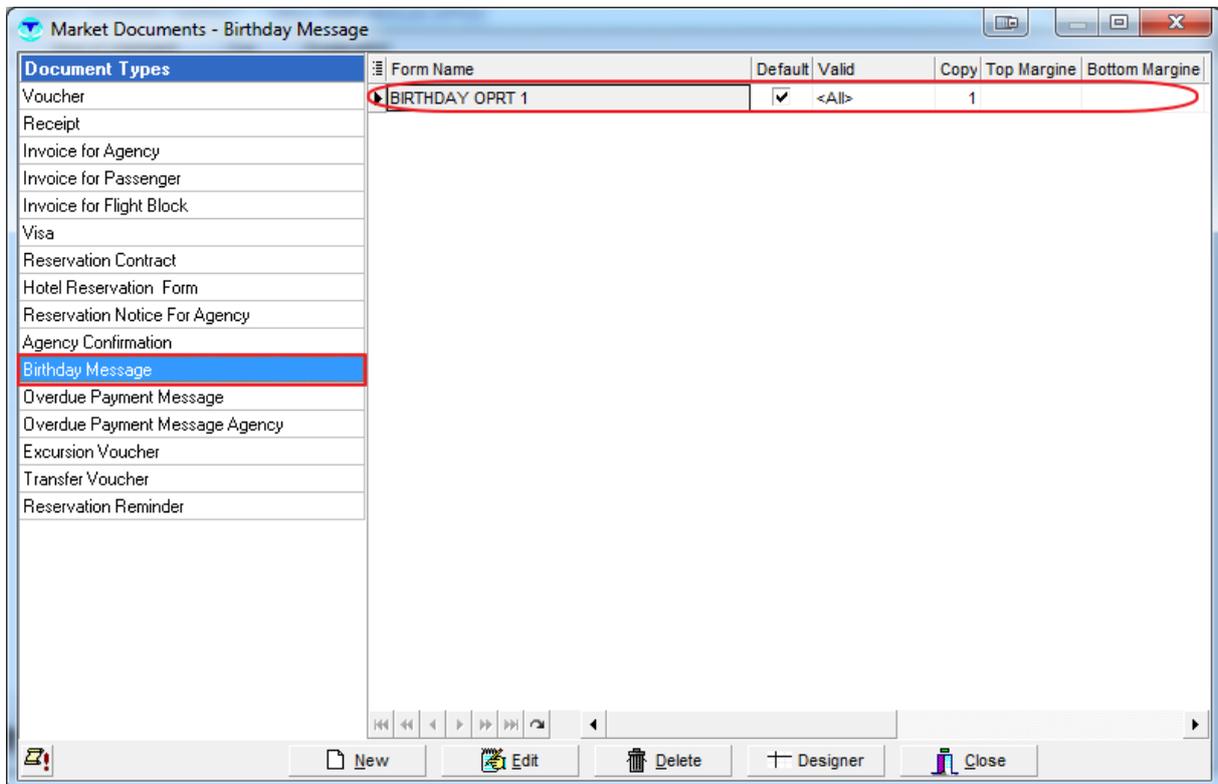
The screenshot shows the 'Market Parameters : GERMANY MARKET' window. The 'TVCC Parameters' tab is active. The following options are checked: Auto Send Reservations to Incoming Agency, Option Date Expired Rules, Send Reservations Notice to Agency, Send ACE File, Send Agency Confirmation, Send Birthday Message Mail, Send Overdue Payment Mail, Automatic Get Rate, Send PNL, and Notice To Agency For Missing Documents Of Visa. The 'Send Overdue Payment Mail' option is highlighted with a red box. The subject for the overdue payment mail is 'overdue payment email subject'. The XML Export Parameters section shows Restriction: Max. Adult, Max. Child, and Max. Night fields.

Birthday Message

If the birthdays of the passengers in the reservation recorded while booking, Tourvisio keeps it and that can be combined with this task. Beside passengers have birthday record, related check must be clicked on TvCC parameters. Also message can be inserted in that field. Special celebration card is designed from Market/ Documents / Birthday Message.



The screenshot shows the 'Market Parameters: GERMANY MARKET' window with the 'TVCC Parameters' tab selected. The 'Send Birthday Message Mail' checkbox is checked and highlighted with a red box. The subject field next to it contains 'birthday email subject'. Other parameters like 'Auto Send Reservations to Incoming Agency' and 'Send Agency Confirmation' are also checked.



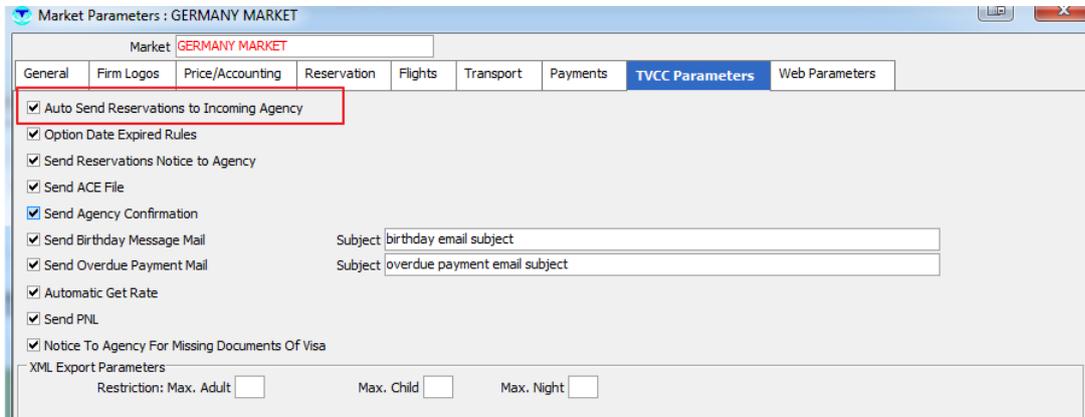
The screenshot shows the 'Market Documents - Birthday Message' window. The 'Document Types' list on the left has 'Birthday Message' selected. The main table displays the configuration for 'BIRTHDAY OPRT 1'.

Form Name	Default	Valid	Copy	Top Margine	Bottom Margine
BIRTHDAY OPRT 1	<input checked="" type="checkbox"/>	<All>	1		

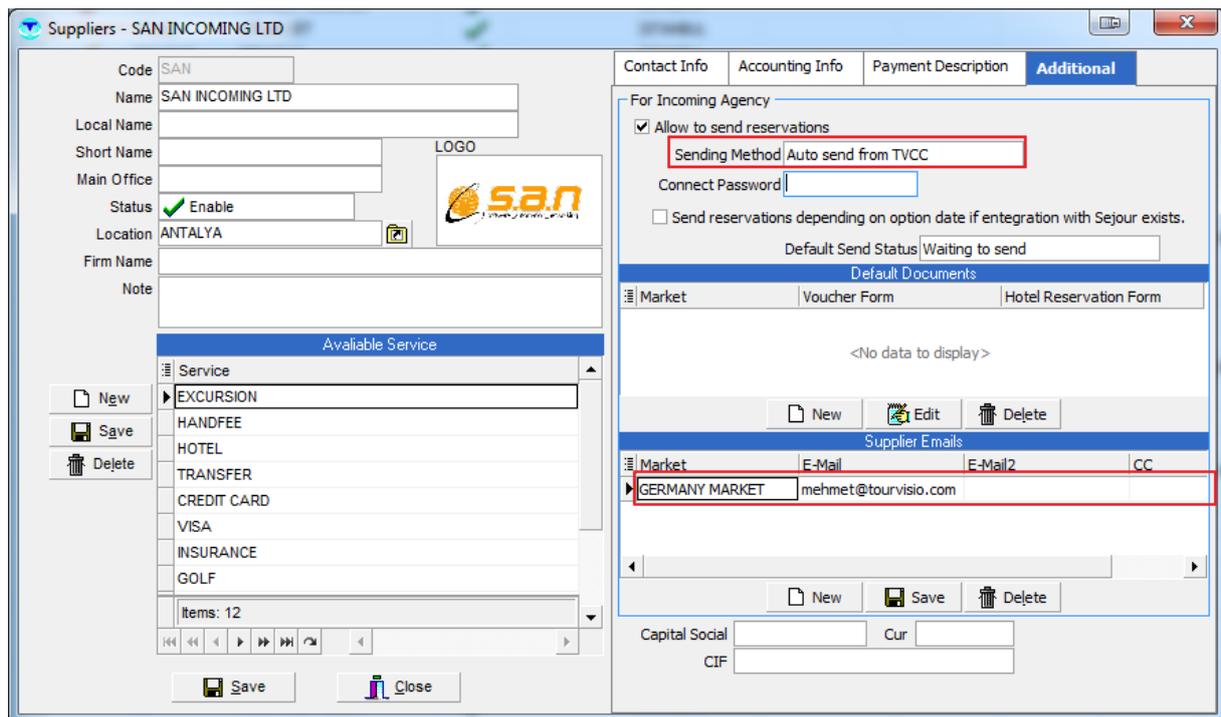
Auto Send Reservations to Incoming Agency (Send reservations to supplier)

This task automatically sends reservations (Hotel Reservation Form) as e-mail to suppliers. If there isn't Sejour- Tourvisio integration between operator and Incoming partner this task helps to automatize processes. New, modified and cancelled reservations can be sent automatically by TVCC.

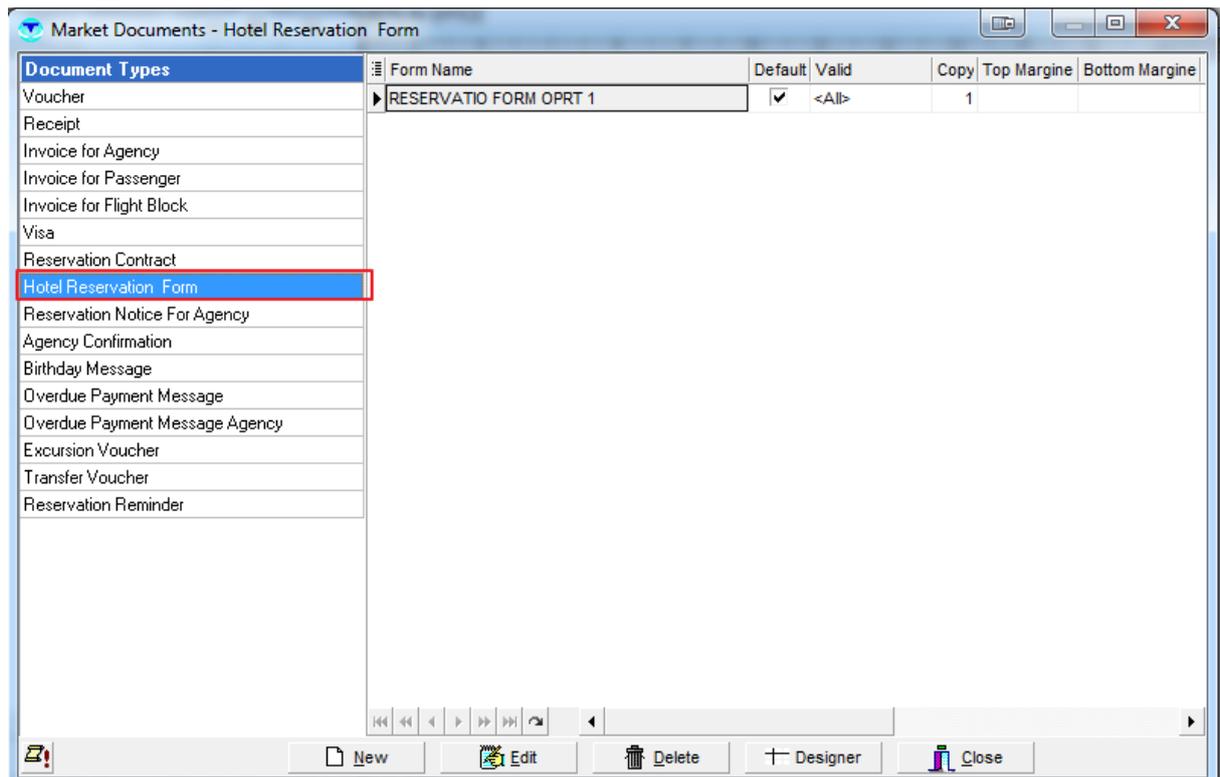
There are many fields to manage this task. First related task must be activated from TVCC parameters in TourVisio.



In supplier card must be allowed to send reservations, sending method must be TVCC and supplier e-mail address must be filled.



Hotel Reservation Form must be designed to send reservations to Incoming via TVCC.



Sending Status of the reservation and the services in the reservation must be “waiting to send”. Otherwise sending won’t be executed.

Option Date Expired Rules

This task automatically converts “new/modified” reservation to “cancel” if no payment is charged (or didn’t confirm to pay) till the end of option time. Option rule can be defined from Market parameters / Payments and/or Agency Card “Payment Options” field as agency based.

Reservation - Edit :GE000624

Reservation No: GE000624 Agency: TEST AGENCY (AG0012) Market: GERMANY MARKET

Mode (F5) Reference No: 1111 Register Date: 05.07.2014 12:08 Sale Resource: Backoffice

Route: BERLIN → ANTALYA

Package: BBB

Begin/End Date: 15.04.2015 ~ 22.04.2015 Night: 7

Price List: 650.BBB (01/04~30/05/15) from 04/07/14

Price Source: Price List

Adult: 2 Child: 2 Add Pax

Reservation Note: TOLGA

Internal Note:

Reservation Status: Modified 05.07.14 12:17 Confirmed to Agency

Confirmation Request: 05.07.14 12:26

Payment Status: UnPaid

Payment Due Date: Payment Plan

Passenger EB: Apply if exists

Agency EB: Apply if exists

PL SPO: Apply if exists

Allow Documents Print: (Valid only unpaid status)

Invoice To: Agency

Author: MURAT

Changed User: MEHMET

Changed Date: 15.09.2014 13:30:27

Optional Till: 26.09.2014 14:15:00

Agency User:

Send to Incoming: Waiting to send 08.07.14 14:56

Save Clear Form Cancel ReCalculate Complete Refresh Tasks Delete Comments Close

Sale Price	1.620,00 EUR	Pass.EB	0,00	Pass.Amount to Pay	1.620,00	Agency Com. 5%	81,00	Pay to Commission	0,00
Sup/Discount	0,00	Agency EB	0,00	Agency Amount to Pay	1.539,00	Agency Balance	1.539,00	Pass.Balance	0,00

#	Title	Surname	Name	Birthdate	Age	Status	PIN	Passport Info	P	Voucher	Ticket	Insurance	Document Issued Status	Additional Inf
1	Mrs	FATMA	CAN	27.01.1983	32	✓	127	B 555	✓	Not issued	Not issued	Not issued	Not issued	GERMANY
2	Mrs	JALE	YU	10.10.1985	29	✓	1234	A 1234	✓	Not issued	Not issued	Not issued	Not issued	GERMANY
3	Chd	X11	R2	23.04.2008	6	✓				Not issued	Not issued	Not issued	Not issued	GERMANY
4	Chd	X12	E2	23.04.2008	6	✓				Not issued	Not issued	Not issued	Not issued	GERMANY

This task is just valid for new/modified reservations and the reservation confirmation must be OK or request. When this task started task will operate for the reservations which has future check-in date. Task must be active on TVCC parameters.

Market Parameters : GERMANY MARKET

Market: GERMANY MARKET

General Firm Logos Price/Accounting Reservation Flights Transport Payments TVCC Parameters Web Parameters

Auto Send Reservations to Incoming Agency

Option Date Expired Rules

Send Reservations Notice to Agency

Send ACE File

Send Agency Confirmation

Send Birthday Message Mail Subject: birthday email subject

Send Overdue Payment Mail Subject: overdue payment email subject

Automatic Get Rate

Send PNL

Notice To Agency For Missing Documents Of Visa

XML Export Parameters

Restriction: Max. Adult: Max. Child: Max. Night:

Send Overdue Payment Mail

This task send Overdue Payment Message (or Overdue Payment Message Agency) document as email for the reservations which their payment due date expired. If the payment must be received from Agency, it sends the document to the agency else it sends to the reservation leader. Reservation card "payment from" information and payment plan are the parameters of this task.

Reservation - Edit :AG000032

Reservation No AG000032 Agency B2C AGENCY (AG0013) Market GERMANY MARKET

Mode (F5) Price Revision No Register Date 29.02.2016 14:59 Sale Resource Backoffice

Route BERLIN ANTALYA

Package DESIGN TEST

Begin/End Date 06.03.2016 ~ 13.03.2016 Night 7

Price List 2059.DESIGN TEST (12/02~31/12/16) from 12/02/16

Price Source Price List

Adult 2 Child Add Pax

Reservation Note

Internal Note

Payments of Agency

#	Receipt Type	Payment Type	Payment Date	Amount	Cur
<No data to display>					

Payment Rule General Payment

Payment Status UnPaid

Payment From Agency

Payment Amount 0,00

Credit Expenses

Pass.Amount to pay 1.840,00

Check Payments

Save Clear Form Cancel ReCalculate Complete Refresh Tasks Delete Comments Close

Sale Price	1.980,00	EUR	Pass.EB	140,00	Pass.Amount to Pay	1.840,00	Agency Com. 10%	184,00	Pay to Commission	0,00
Sup/Discount	0,00		Agency EB	0,00	Agency Amount to Pay	1.656,00	Agency Balance	1.656,00	Pass.Balance	0,00

Passengers

#	Title	Surname	Name	Birthdate	Age	Status	PIN	Serial	No	P	Voucher	Ticket	Insurance	Additional	Nat
1	Mr	RYRT	N			✓				✓	Not issued	Not issued	Not issued	✓	Ger
2	Mrs	RTY	N			✓				✓	Not issued	Not issued	Not issued		Ger

Reservation - Edit :AG000032

Reservation No AG000032 Agency B2C AGENCY (AG0013) Market GERMANY MARKET

Mode (F5) Price Revision No Register Date 29.02.2016 14:59 Sale Resource Backoffice

Route BERLIN ANTALYA

Package DESIGN TEST

Begin/End Date 06.03.2016 ~ 13.03.2016 Night 7

Price List 2059.DESIGN TEST (12/02~31/12/16) from 12/02/16

Price Source Price List

Adult 2 Child Add Pax

Reservation Note

Internal Note

Reservation Status New

Confirmation Request

Payment Status UnPaid

Payment Due Date

Payment Plan

Passenger EB

Agency EB

PL SPO

Generate Mode <Auto>

#	Due Date	Amount	Cur	EB
1	29.02.2016	1.656,00	EUR	

Author MAX MUSTERMANN

Agency User

Optional Till

Send to Incoming

Waiting to send

(Valid only unpaid status)

Agency

Comments

Close

Pay to Commission 0,00

Pass.Balance 0,00

Save Clear Form Cancel ReCalculate Complete Refresh Tasks Delete Comments Close

Sale Price	1.980,00	EUR	Pass.EB	140,00	Pass.Amount to Pay	1.840,00	Agency Com. 10%	184,00	Pay to Commission	0,00
Sup/Discount	0,00		Agency EB	0,00	Agency Amount to Pay	1.656,00	Agency Balance	1.656,00	Pass.Balance	0,00

Passengers

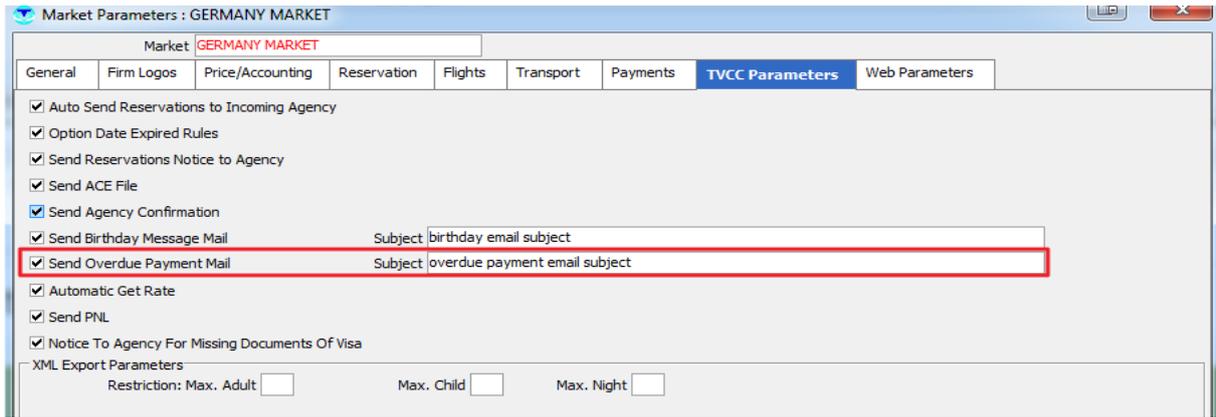
#	Title	Surname	Name	Birthdate	Age	Status	PIN
1	Mr	RYRT	N			✓	
2	Mrs	RTY	N			✓	

Market Documents - Overdue Payment Message

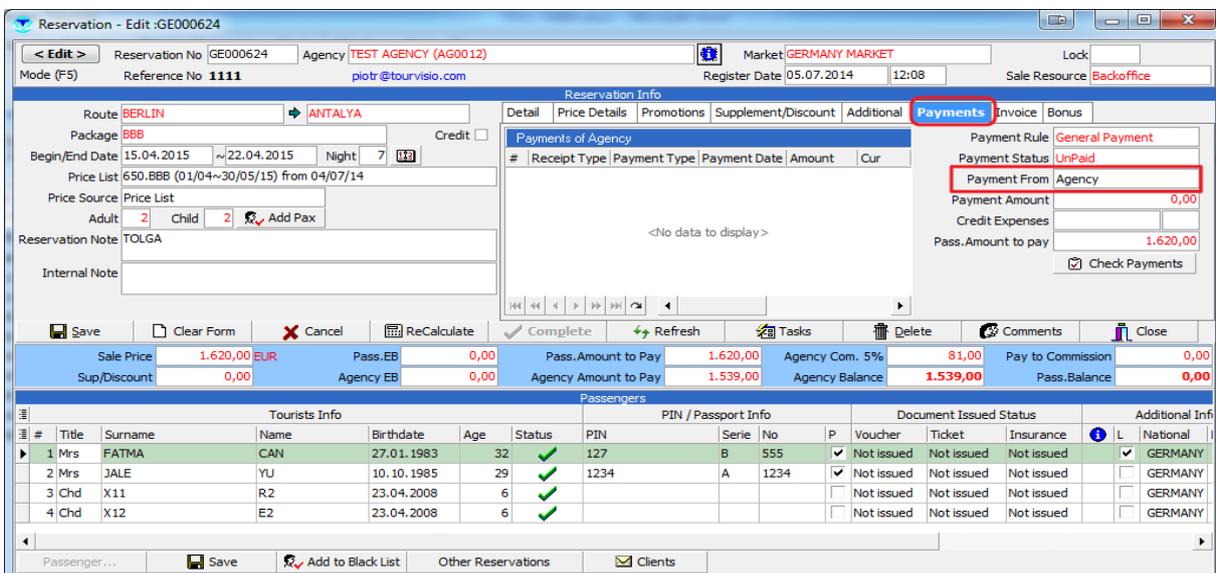
Document Types	Form Name	Default	Valid	Copy	Top Margine	Bottom Margine
Voucher	OVERDUE PAYMENT OPRT 1	✓	<All>	1		
Receipt						
Invoice for Agency						
Invoice for Passenger						
Invoice for Flight Block						
Visa						
Reservation Contract						
Hotel Reservation Form						
Reservation Notice For Agency						
Agency Confirmation						
Birthday Message						
Overdue Payment Message						
Overdue Payment Message Agency						
Excursion Voucher						
Transfer Voucher						
Reservation Reminder						

New Edit Delete Designer Close

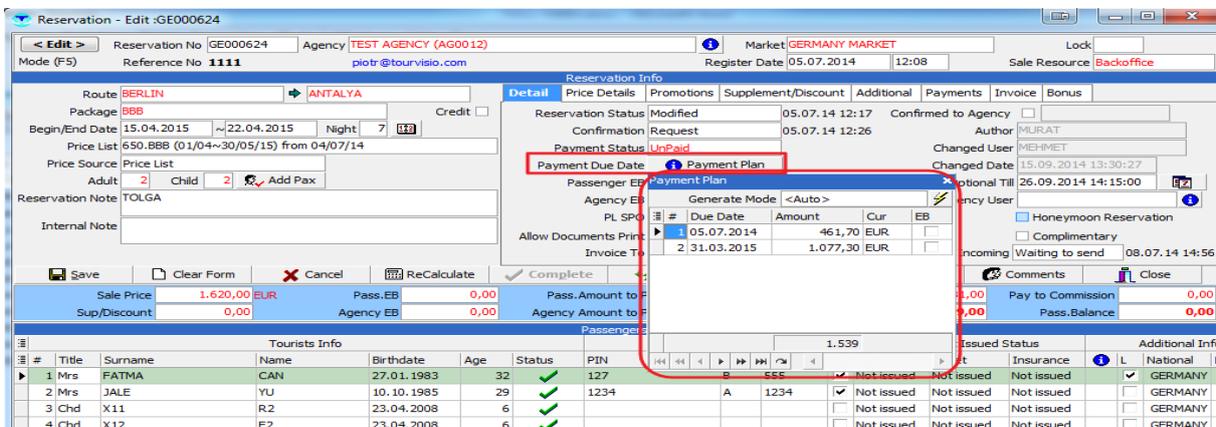
Related task must be activated from TVCC parameters. Same activation is also valid for "Payment Reminder" task.



If the “payment from” (the field in the reservation card which displays payment will be charged from passenger or Agency) is Agency e-mail will be sent to agency otherwise it will be sent passenger.



In the reservation if there is over due payment according to the any step of the payment plan , this task will send e-mail to the agency or leader about this payment. Of course agency or reservation leader must have e-mail adress.



Reservation status must be new or modified. And it shouldn't be balloon (fake reservation) .

Reservation - Edit :GE000624

Reservation No: GE000624 Agency: TEST AGENCY (AG0012) Market: GERMANY MARKET

Mode (F5) Reference No: 1111 Register Date: 05.07.2014 12:08 Sale Resource: Backoffice

Reservation Info

Route: BERLIN → ANTALYA

Package: BBB

Begin/End Date: 15.04.2015 ~ 22.04.2015 Night: 7

Price List: 650.BBB (01/04~30/05/15) from 04/07/14

Price Source: Price List

Adult: 2 Child: 2 Add Pax

Reservation Note: TOLGA

Internal Note:

Detail Price Details Promotions Supplement/Discount Additional Payments Invoice Bonus

Sent to Agency Operator: OPERATOR 1

Documents are printed Office: MAIN BERLIN OFFICE

Codes 1/2/3/4 PL Operator: OPERATOR 1

Read by Operator: Read PL Market: GERMANY MARKET

How did you find us? Receive Date: 05.07.2014 12:08:51

MerlinX ID ACE Dossier No:

Accounting Ballon ACE Customer No:

IP No ACE File Wait for sending.

Send Status: Waiting to send Room accommodation pax control

Sale Price	1.620,00 EUR	Pass.EB	0,00	Pass.Amount to Pay	1.620,00	Agency Com. 5%	81,00	Pay to Commission	0,00
Sup/Discount	0,00	Agency EB	0,00	Agency Amount to Pay	1.539,00	Agency Balance	1.539,00	Pass.Balance	0,00

Automatic Get Rate

This task provides automatically import of currency exchange rates from the central bank of market country. Related activation must be done from TVCC Parameters to execute this task.

Market Parameters : GERMANY MARKET

Market: GERMANY MARKET

General Firm Logos Price/Accounting Reservation Flights Transport Payments TVCC Parameters Web Parameters

Auto Send Reservations to Incoming Agency

Option Date Expired Rules

Send Reservations Notice to Agency

Send ACE File

Send Agency Confirmation

Send Birthday Message Mail Subject: birthday email subject

Send Overdue Payment Mail Subject: overdue payment email subject

Automatic Get Rate

Send PNL

Notice To Agency For Missing Documents Of Visa

XML Export Parameters

Restriction: Max. Adult Max. Child Max. Night

Codes and/or international codes of currencies must be with correct international codes.

Currency & Exchange Rates - EURO

Code: EUR Image (jpeg)

Name: EURO

Local Name: EURO

Short Name: EUR

International Code: EUR

Fractional Info

Name: CENT

Local Name: CENT

Short Name: Cent

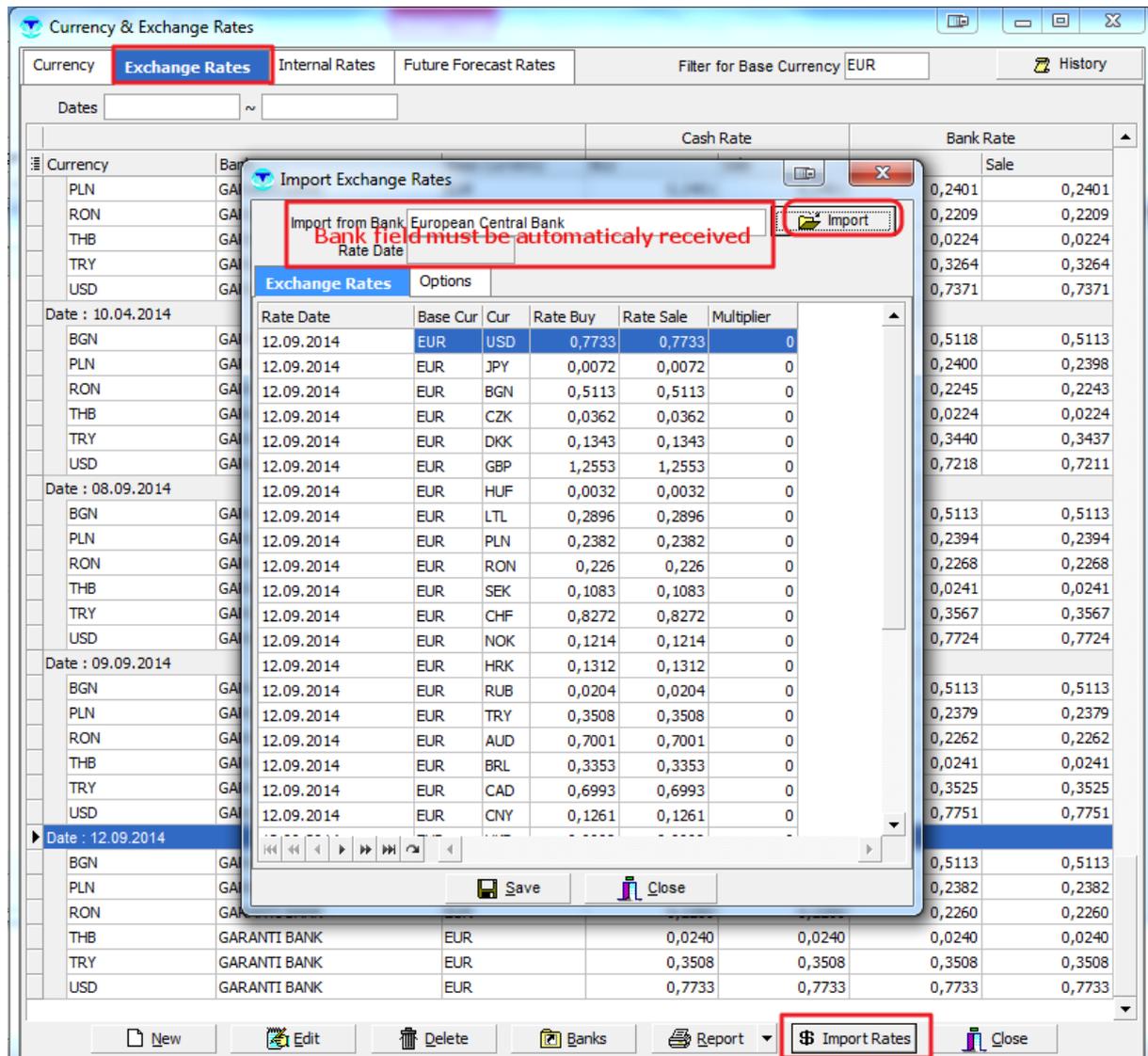
Save Cancel

Since this feature operates with XML share TourVisio has connection with some limited amount of national banks.

In order to realize whether Tourvisio has XML connection with the market country national bank it can be tested from Definition / Currency&Exchange Rates.

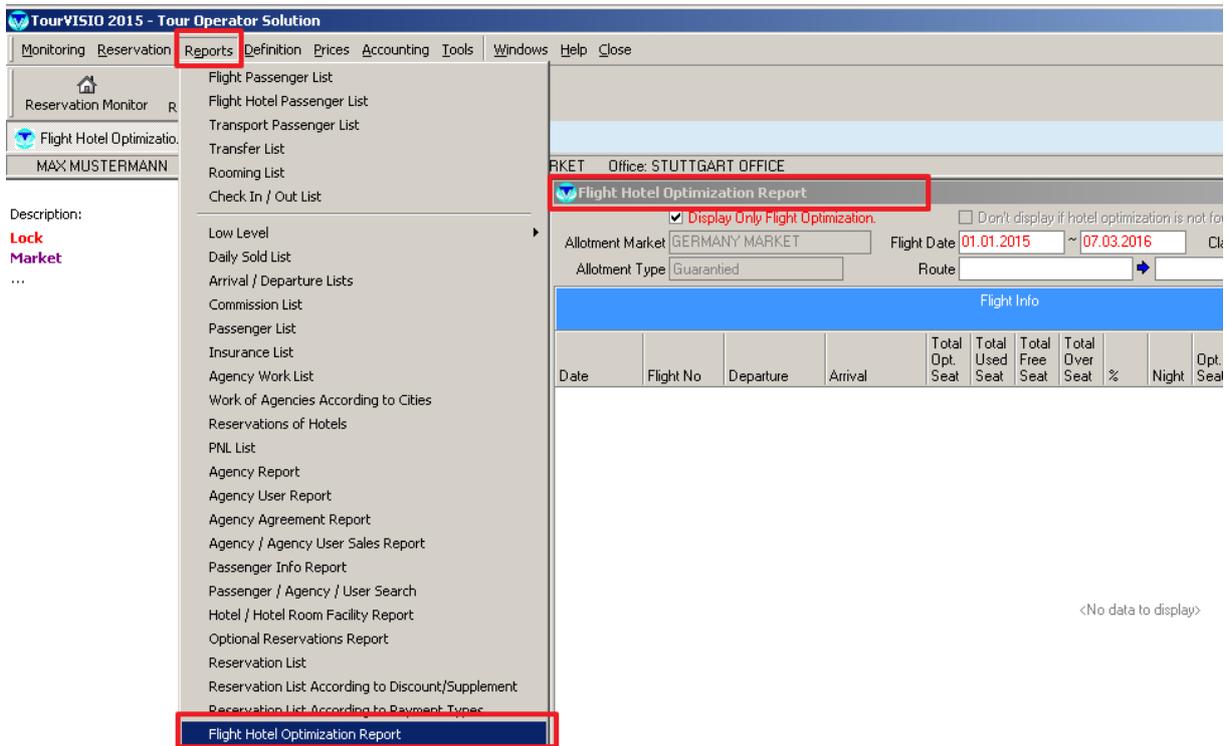
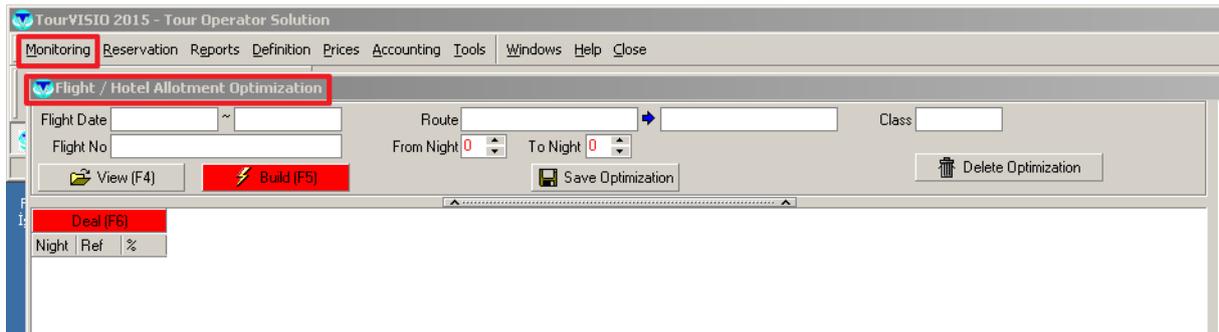
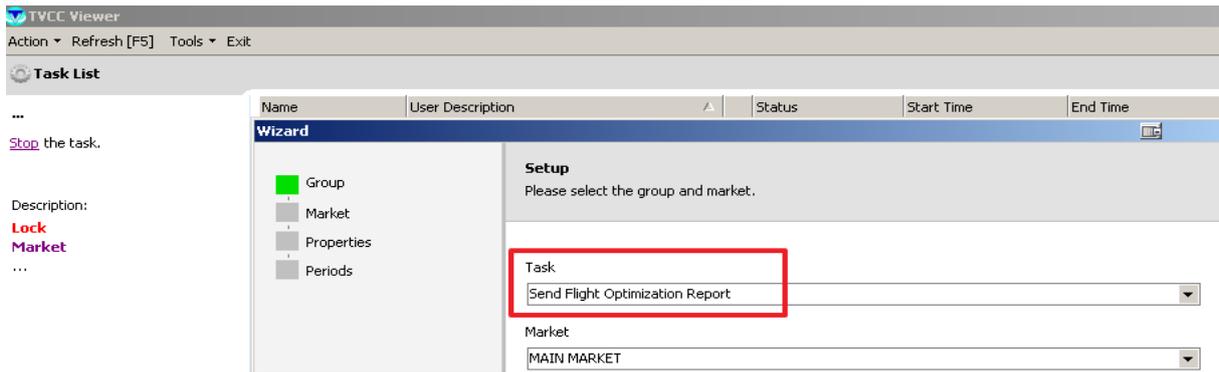
Note: If the rates are manually imported and saved from that field, TVCC won't get rates on that day.

Import time must be set from TVCC module.



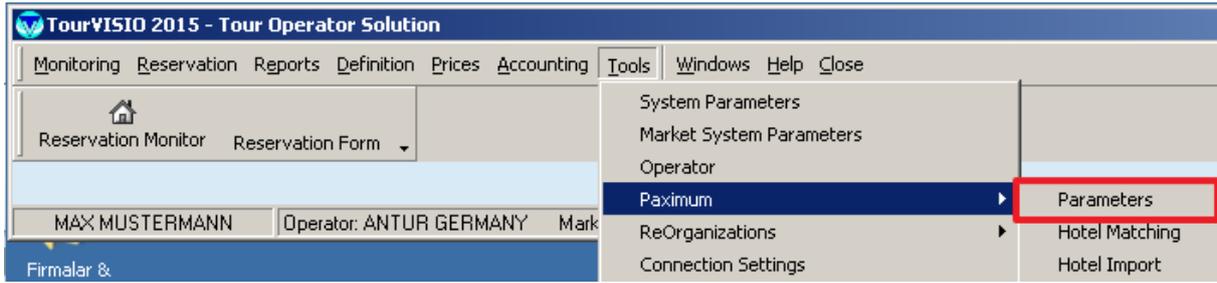
Send Flight Optimization Report

Based on selected parameters this task creates flight optimization reports in Excel format and sends mail to defined mail address. If you have set flight optimization in TourVisio Monitoring – Flight/Hotel Optimization monitor, you can get it as report from TourVisio and also can get it automatically owing to TVCC.



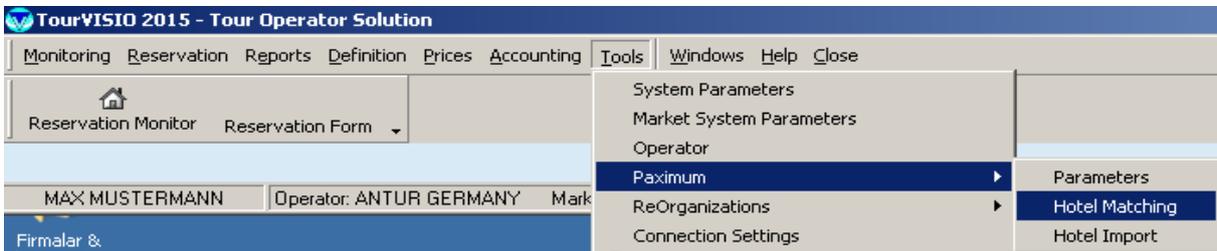
Paximum Parameters

This task sends agency, agency user and mark up info to the Paximum. These info is being gathered from TourVisio Tools/Paximum/Parameters field.



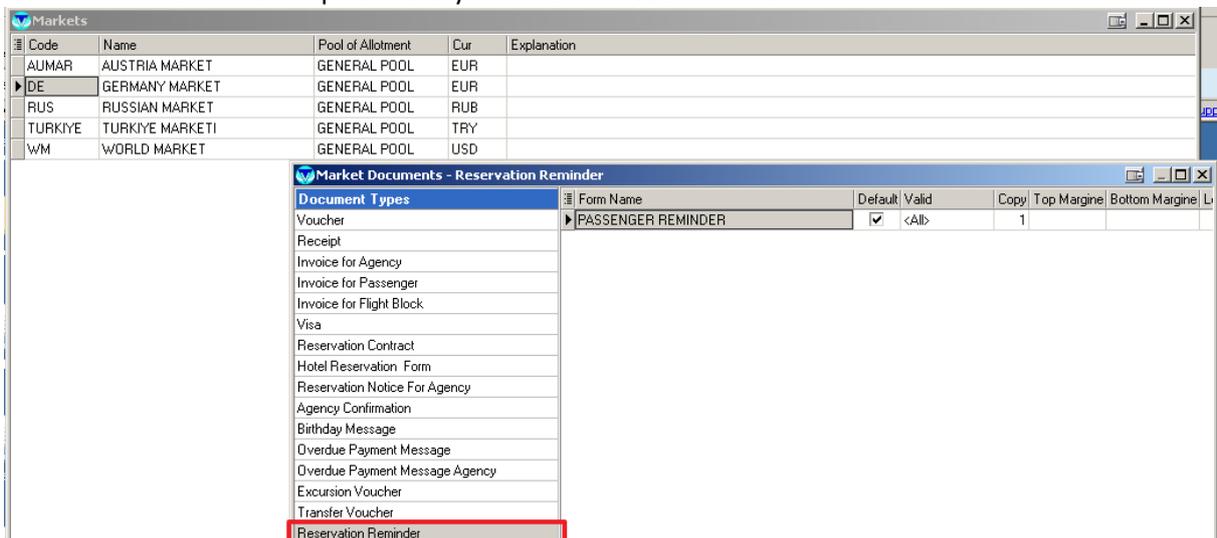
Paximum Hotel Restriction

This task sends restricted hotel info from TourVisio to the Paximum. Tools /Paximum / Hotel Matching info is being used for restriction.



Reservation Reminder to Passanger

This task sends reservation departure information (Reservation Reminder document from TourVisio) to the reservation leader specified days before reservation start.



Rebuild Index

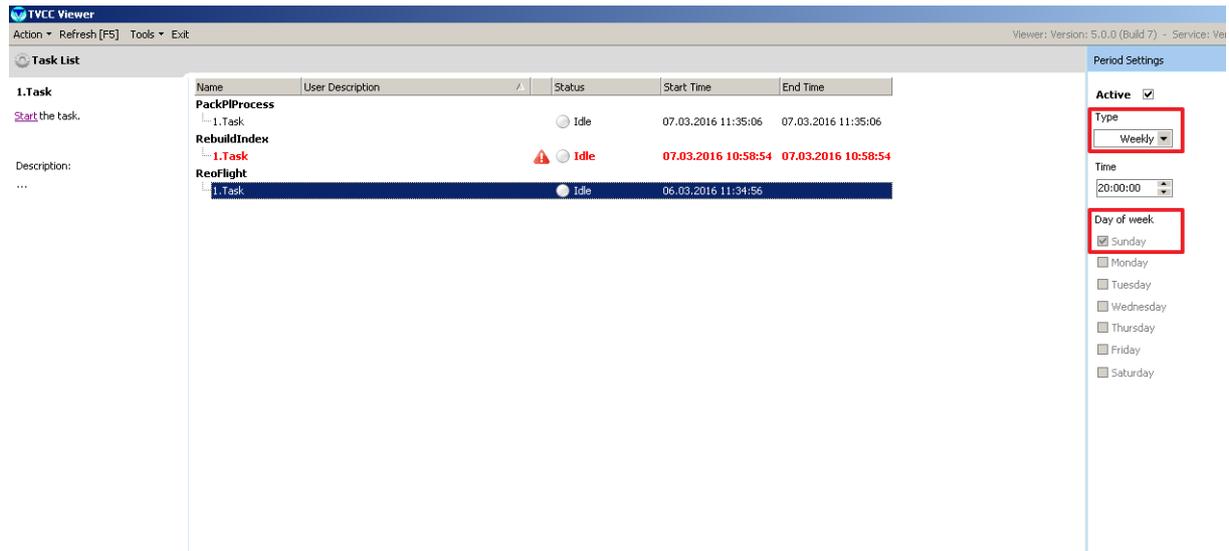
This task arranges table fragmentation in to the database which TVCC connected. Whenever TVCC installed this task will be default installed. This task is essential for database performance.

Recompile

This task recompiles stored procedures in NeedRecompileSp table.

Flight Allotment Reorganisation (Reorganise Flight Allotments)

This task makes flight allotment reorganization according to the settings from TVCC. If you will use this task it is suggested to set its period on weekend day(once a week on vacation day).



The screenshot shows the TVCC Viewer interface. The main window displays a 'Task List' table with the following data:

Name	User Description	Status	Start Time	End Time
PackPIProcess		Idle	07.03.2016 11:35:06	07.03.2016 11:35:06
RebuildIndex		Idle	07.03.2016 10:58:54	07.03.2016 10:58:54
ReoFlight		Idle	06.03.2016 11:34:56	

On the right side, the 'Period Settings' panel is visible, showing the following configuration:

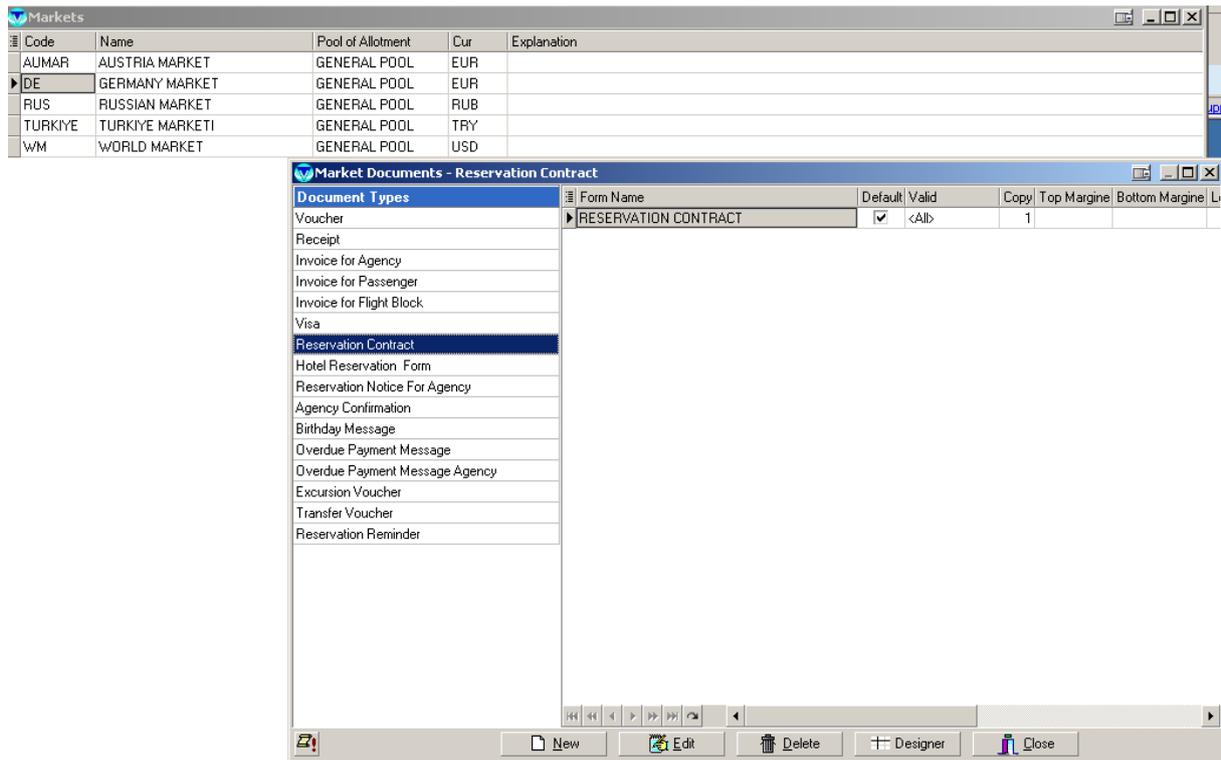
- Active:
- Type: Weekly
- Time: 20:00:00
- Day of week: Sunday, Monday, Tuesday, Wednesday, Thursday, Friday, Saturday

Hotel Allotment Reorganisation (Reorganize Hotel Allotments)

This task makes hotel allotment reorganization according to the settings from TVCC. If you will use this task it is suggested to set its period on weekend day(once a week on vacation day). See above screenshot for Flight Allotment Reorganisation.

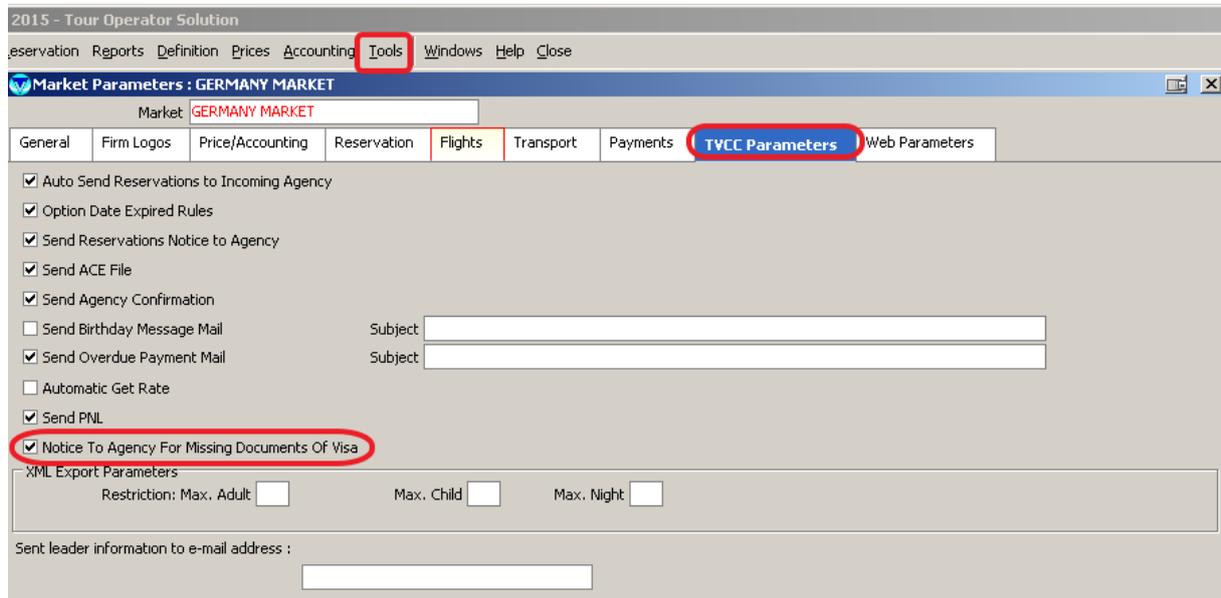
Send Reservations Contract

This task sends contract document for the reservations which are in new/modified status, not confirmed yet and their begin date is later than today. Reservation Contract document design must exist in TourVisio / Definitions / Market / Documents.



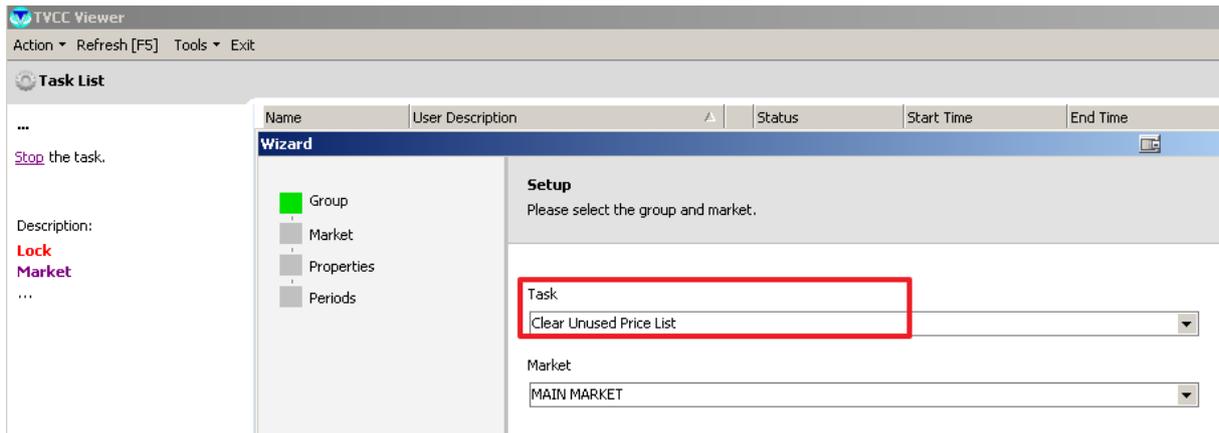
Send Visa Documents

This task sends visa information to the agencies about the reservations which their check-out date not expired yet. In TourVisio / Tools/ Market parameters / TVCC Parameters “Notice to Agency for missing document of Visa” must be clicked.



Clear inactive Price List records

Unused and inactive (older than today) price list records deleted by this task.



On the second window of TVCC task adding wizard (Properties), you may select the period before today to be cleared. Also you have option to keep specified days earlier from today without deleting.

