

The following Booking Engine Enhancements are now available with the new version released on 03 May 2026:

Now Implemented and Enabled for All Customers:

1. Customers with Approvals Activated

System bookers now have the ability now to re-generate the approval emails.
 System bookers now have the ability to change the approver/s for a booking.
 (See the accompanied guide IBE_Approvals_Regenerate_Change_Guide.pdf on how this functions)
 Booking Approval Status is shown on the home screen. (Pending / Approved / Rejected)

BOOKINGS ON FILE						
Record Locator	Request Number	Depart Date	Create Date	Company	Traveller	
R72R3W	543 Approved	20/8/2012 6:00AM	2/4/2012 3:10PM	ANDERSON	MR.DAVID WHISTON	
ZZHHR8	569 Approved	24/7/2012 8:50AM	2/5/2012 3:42PM	ANDERSON	MR.JAKES MELLET	
VLFDKM	548 Approved	23/7/2012 9:00AM	2/4/2012 11:55PM	ANDERSON	MRS.ANN LODGE	

2. Forgot Password

The user can have their password emailed to them from the "Forgot Password" button on the home page.

USER IDENTIFICATION

PASSWORD

LOG IN
RESET PASSWORD
FORGOT PASSWORD

3. Online Booking Cancellations

Bookings which have not been ticketed and where travel is still pending can be cancelled online.
 Cancelled bookings will also be identified on the home screen.
 (See the accompanied guide IBE_Cancel_Booking_Guide.pdf on how this functions)

XXK04G	582 Approved	11/7/2012 6:00AM	7/5/2012 7:43AM	ANDERSON	MR.HENRY SMITH	
QMTZDE (CXLD)	578 Pending	10/7/2012 6:05AM	3/5/2012 2:25PM	ANDERSON	MR.HENRY GERBER	
S3TFKC	506 Approved	10/7/2012 6:05AM	10/2/2012 1:30PM	ANDERSON	MISS.SMITH JANETTE	
TZ0HSK (CXLD)	564 Pending	10/7/2012 6:00AM	2/5/2012 6:15AM	ANDERSON	MR.JAN CONNOR	

4. Seating Options (Clientfiles & Unknown Travellers)

The seating options have been updated to include the following:

- None Aisle Any Window Any
- Aisle Back Window Back
- Aisle Front Window Front

5. Approver cannot be the Traveller Notification

If the Traveller in the booking is selected as an Approver a notification will pop up to alert the booker.
 They can continue or change the approver.

6. Cities Search Input Fields

Functionality has been added to search by city code (JNB) or by name (Johannesburg)

JOHANNESBURG - SOUTH AFRICA (JNB)
O R TAMBO INTL ARPT - SOUTH AFRICA (JNB)

7. Itinerary Builder Trip Costs

The trip costs will now be displayed on the Itinerary Builder Screen with each segment added.

itinerary builder

AIR SEGMENT

Sector	Flight	Vendor	From	To	Date	Departs	Arrives	Class	
1	BA6205	British Airways	(JNB)Johannesburg	(DUR)Durban	30/05/20	06:20	07:25	0	Remove

HOTEL SEGMENT

Vendor	Checkin	Checkout	Nights	Persons	Booking Code	
(HI) HOLIDAY INN-DURBAN	30/05/20	31/05/20	01	1	OSN013A	Remove

AIR SEGMENT

Sector	Flight	Vendor	From	To	Date	Departs	Arrives	Class	
1	BA6200	British Airways	(DUR)Durban	(JNB)Johannesburg	31/05/20	06:30	07:35	0	Remove

Cost Summary						
	Currency	Amount	Fee	Vat	Approximate Total	
Flights	ZAR	1560.00	32.00	49.48	1641.48	
Accommodation	ZAR	872.81	0.00	122.19	995.00	
Booking Fee	ZAR	200.00	0.00	28.00	228.00	
	ZAR	2632.81	32.00	199.67	2864.48	

ADD HOTEL SEGMENT
ADD CAR SEGMENT
ADD AIR SEGMENT
FINALISE BOOKING

8. Actual Car Type – Car Availability Display

The actual vehicle type will be display when the mouse is hovered over the Car Type Code.

The Car Type will initially display the 4 character car code: CDMR

KING SHAKA INT APT DURBAN TERMINAL - prime location

Car Type	Rate Type	Rate Amt	Approx Ttl	Service Fee	Free Mileage	Extra Mile Charge	Drop Charge	PrePay	Rules
CDMR-4Door Compact Man	STANDARD DAILY	ZAR376.00	ZAR 590.11	ZAR114.00	Unlimited	ZAR0	No Charge	None	Rules ○

Hover the mouse over the Car Type CDMR then it will display the actual vehicle: TOYOTA COROLLA

KING SHAKA INT APT DURBAN TERMINAL - prime location

Car Type	Rate Type	Rate Amt	Approx Ttl	Service Fee	Free Mileage	Extra Mile Charge	Drop Charge	PrePay	Rules
TOYOTA COROLLA	STANDARD DAILY	ZAR376.00	ZAR 590.11	ZAR114.00	Unlimited	ZAR0	No Charge	None	Rules ○

New Optional – Activated on Request of the Travel Agency (Contact Travelsoft to have any function enabled)

1. Approvals can now be done via an SMS Reply (Chargeable Module)

If a company is activated for this function, approvers will then also receive an SMS from which they can approve / reject from by simply replying to the SMS.

A Galileo notepad entry will be added to the PNR identifying who cancelled the PNR.

NP.RX*CXLD ONLINE BY MISS TRAVEL BOOKER

(See the accompanied guide IBE_Booking_Authorisation_SMS_Reply_Guide.pdf on how this functions)

The **cost for this module is R60-00 exc VAT per month plus SMS costs at R0.35 exc VAT per sms sent.**

2. Generate SMS Approval Code for Approvals

This can now be enabled or disabled in it is not required by the company.

3. Booker Approval Override Function

A booker login can now be enabled to allow them to override approval for any booking made.

(See the accompanied guide IBE_Booker_Approval_Override_Guide.pdf on how this functions)

4. Cost Centres Linking to Bookers & Approvers

Bookers and Approvers can now be linked to Cost Centres

This function will allow bookers to only use Cost Centres linked to them, and allowed approvers for that specific Cost centre will only then be displayed in the Approvers List.

5. Service Fees – Per Booking Fee

A per booking fee can now be used for clients. This is a fee to be shown regardless of what is booked.

6. Central Travel Coordinator Copy To Email Functionality

An email address can be added which is copied in on all emails from the system

7. Hotel Rate Per Night Limit

A hotel rate per night limit can be set which will eliminate hotels on the complete availability where the rate is higher than the allowed rate per night.

8. Flights - Book Lowest Fare Option

This function if enabled will include an input field for the user to specify the reason why the lowest available fare was not booked.

Additional Information	
LOCAL COST CENTRE	<input type="text" value="Please Select..."/>
ORDER NUMBER	<input type="text"/>
LOCAL DIVISION	<input type="text" value="Please Select..."/>
REASON CHEAPEST FARE NOT SELECTED	<input type="text"/>
BOOK OTHER SEGMENT	<input type="text"/>
TRIP MOTIVATION	<input type="text"/>