|  |  |  |
| --- | --- | --- |
| 1 | **JI\*3001AB/SU** | Sign in for all area |
| 2 | **JID3001AB/SU** | Sign in for area D |
| 3 | **JID/F3001AB/SU** | Sign in for area E&F |
| 4 | **JME** | Jumping to area E |
| 5 | **JXE** | Sign in for area E with your signed |
| 6 | **JD** | Display info about area’s |
| 7 | **JB** | Reading sign in massage |
| 8 | **JO\*** | Sign out from all area’s |
| 9 | **JO** | Sign out from working area |
| 10 | **JOE** | Sign out from area E |
| 11 | **JOE/D** | Sign out from area E&D |
| **CODING & DECODING** |
|  | **CODING** |  |
| 1 | **DANPARIS** | Get Paris code |
| 2 | **DAN SIND\*** | If we haven’t full city name |
| 3 | **DANLONDON/GP** | We need specific city |
| 4 | **DANATHENS/USGA** | We need specific city in state |
| 5 | **DANB/GB** | To know cities in specific country |
| 6 | **DANPARIS/S** | To know similar cities with this name  |
| 7 | **DANLIMASSOL/N** | Nearest air port |
| 8 | **DANB/USFL** | Cities which start with (B) in specific place |
|  | **DECODING** |  |
| 1 | **DACLCA** | To know city name |
| 2 | **DACXEB/N** | Nearest air port |
| 3 | **DBNYC** | To know the airport in this city |

**NOTE:**

|  |  |  |
| --- | --- | --- |
| 1 | **JI** | Jump in  |
| 2 | **JME** | Jump to area **E** |
| 3 | **JXE** | Jump in area **E** Through my sign  |
| 4 | **JD** | Jump display  |
| 5 | **JO** | Jump out |
| 6 | **DAN** | Do A name  |
| 7 | **DAC** | Do A Code |
| 8 | **DB** | Do Airport |

**5 THINGS I DON’T KNOW**

|  |  |  |
| --- | --- | --- |
| **1** | **DON’T KNOW STATE** |  |
| 1 | **DNS US** | States in country  |
| 2 | **DNS ONTARIO** | To get state code |
| 3 | **DNS USCA** | To get name of stat code |
| 4 | **DNS CAL\*** | To get code If we haven’t full state name |
| **2** | **DON’T KNOW AIR LINE** |  |
| 1 | **DNA IBERIA** | to get airline code |
| 2 | **DNA IB** | to get airline name |
| 3 | **DNA 075** | to get airline info (name &code) |
| **3** | **DON’T KNOW EQUEPMENT** |  |
| 1 | **DNE BOEING** | Types of aircraft poeing |
| 2 | **DNE 737** | Get info about aircraft num 737 |
| **4** | **DON’T KNOW HOTEL** |  |
| 1 | **DNH HILTON** | To get hotel code |
| 2 | **DNH SI** | To get hotel name |
| **5** | **DON’T KNOW CAR** |  |
| 1 | **DNC HERTZ** | To get car company code |
| 2 | **DNC ZE** | To get car company name |
| **6** | **DO COUNTRY** |  |
| 1 | **DC EGYPT** | To get country code |
| 2 | **DC EG** | To get name of country code |
| **7** | CONVERSIONDo kilo (KILOMETERS) |  |
| 1 | **DKMK150** | From MILES to KILOMETERS |
| 2 | **DKKM375** | From KILOMETERS to MILES |
| **8** | CONVERTING CURRENCY |  |
|  | **FQC 100.00EUR** | Convert to local currency |
|  | **FQC 100.00EUR/GBP** | Convert from EUR to GBP |
|  | **FQC 100.00EUR/\*LON** | Convert from EUR to GBP |
|  | **FQC 100.00EUR/\*GB** | Convert from EUR to GBP |
|  | **FQC122\*LON/\*ROM** | If I don’t know Currency |
|  | **FQC122EUR/EGP/20APR08** | To know Convert RATE last year |
|  | **FQXCAICDG/26JUL09/10.5/MS** | For Know Extra Kilo’s Charges |
| **9** | TEMPERATURE |  |
| 1 | **DKCF92** | From CELSIUS to FAHRENHEIT |
| 2 | **DKFC150** | From FAHRENHEIT to CELSIUS |
| **10** | **KILOGRAMS—POUNDS رطل** |  |
| 1 | **DKKP20** | From KILOGRAMS to POUNDS |
| 2 | **DKPK20** | From POUNDS to KILOGRAMS |
| **11** | **Time zone****Do Date** |  |
| 1 | **DD MAD** | Time in another city |
| 2 | **DD MAD 1200/CAI** | Time in **CAI** when **DXB** is 1200 |
| 3 | **DD 19NOV08** | Week day in that date |

**INFORMATION**

|  |  |  |
| --- | --- | --- |
| **1** | **GO GET** |  |
| 1 | **GG APT CAI** | TO GET INFO ABOUT AIRPORT |
| 2 | **GG CAL 09DEC** | TO GET CALENDER |
| 3 | **GG CAL 08DEC** | TO GET CALENDER FOR LAST YEAR MONTH |
| 4 | **GG WEA CAI** | TO GET IFO ABOUT WETHER IN  |
| 5 | **GG CODE** | ALL CODES IN SESTEM |
| 6 | **GG CODE W** | ALL CODES START WITH W |
| 7 | **GG PCALH** | INFO ABOUT AIR LINE |
| **2** | Definition’s |  |
| 1 | **APT** | AIR PORT |
| 2 | **CAL** | CALCULATER |
| 3 | **WEA** | WEATHER |
| 4 | **PCA** | PARTICIPATING CARRIER ACCESS AND FUNCTION LEVEL |

|  |  |  |
| --- | --- | --- |
| **3** | DO INFORMATION |  |
| FROM Availability | DOBA154 | INF FOR THIS FLIGHT |
| DO1 | INF FOR SEG NUM 1  |
| **4** | DO MINEMUM CONNECTION |  |
| 1 | DM MAD | TIME Availability BETWEEN SEGMENTS |
| 2 | **DM CDG2A-2** | Available TIME BETWEEN TERMINALS  |
| 3 | **DM CDG-ORY** | CONNICTION TIME BETWEEN 2 AIRPORT |
| 4 | **DMAF/CDG/AF** | CONNICTION TIME BETWEEN 2 AIRPORT IN THE SAME AIRLINE  |
| 5 | **DMAF/CDG-ORY/LH** | CONNICTION TIME BETWEEN 2 AIRPORT IN DEFERONT AIRLINE |
| 6 | **DMAF/CDGZA-ORY/LH** | CONNICTION TIME BETWEEN 2 AIRPORT IN DEFERONT AIRLINE AT SPESIFIC TERMINAL |
| FROM ITENIRY | DMI | CHECK CONECCTION TIME |
| 7 | DRT CAIJFK | CHECK CONNECTION POINT BETWEEN 2 POINTS |

PARTICIPATING CARRIER ACCESS AND FUNCTION LEVEL

LH - LUFTHANSA

ALTEA RESERVATION : YES

ACCESS INDICATOR : /

RECORD LOCATOR RETURN : ALL

LAST SEAT AVAIL INDIC : /

CARRIER PREFERRED DISP : YES

STANDARD ACCESS :

BOOKING RANGE IN DAYS : 361

AMADEUS ACCESS SELL : YES

INTERACTIVE SEAT MAP : YES

DYNAMIC SCHEDULE UPD : YES

INTERACTIVE ASR : YES

NUMERIC AVAIL UPDATE : YES

ASR DAYS/HOURS : 361/00

AMADEUS DYNAMIC AVAIL : YES

BP ISSUE DAYS/HOURS : 000/00

DIRECT ACCESS :

PASSIVE SEGMENT:

PASSIVE NOTIFY:

PNR CLAIM:

SERVICE SEGMENT:

DELETE SEGMENT:

TICKETLESS:

MEAL VALIDATION: Y

FREQUENT FLYER: Y

EPAY:

FOR DECODING ENTER :

TICKET NUMBER TRANSMISSION:ALL

GGPCALDEC FOR MENU) GROUP TICKET NUMBER TRANSM:

GGPCALDEC1 FOR ACCESS) OPERATIONAL MVT/DIV FLIFO:Y

GGPCALDEC2 FOR FUNCTION)

 AN AD AA

Availability Availability Availability

 Nature departure arrival

|  |  |  |
| --- | --- | --- |
| 1 | Availability |  |
| 1 | AN19MAYCAISSH | Availability nature |
| 2 | AN19MAYCAISSH\* | Availability &return in the same day |
| 3 | AN19MAYCAISSH\*22MAY | Availability &return in date |
| 4 | AN19MAYCAISSH\*+7 | Availability &return after 7 days |
| 5 | AN19MAYORY\*22MAYCDG | Availability &return in Date from **CDG** |
| 6 | AN19MAYLON\*25MAYLONFRA | AV OW 2 flits DFR DAT |
| 7 | AN19MAYCAIORY/ABA,AF,MS | AV On More Than Air Line |
| 8 | AN19MAYCAIORY/A-BA | AV On All Air Ways Accept **BA** |
| 9 | AN19MAYCAIORY/B5 | AV For More Than 5 Pax |
| 10 | AN19MAYCAIORY/KY | AV On Full Economy Class |
| 11 | AN19MAYCAIORY/XATH | AV With Specific Connection |
| 12 | AN19MAYCAIORY/XATHAMS | Av With 2 Specific Connections |
| 13 | AN19MAYCAIORY/FN | AV Nun Stop |
| 14 | AN19MAYCAIORY/FD | AV Direct |
| 15 | AN19MAYCAIORY/FC | AC Connection |
| 16 | AN19MAYFRAHOU+ | To Confirmed That’s Air Port Code |
| 17 | AN**/**19MAYCAIMLA/AMS | AV Through 1 Week From This Date |
| 18 | ANTH/CAILHR/ABA | AV In First Thursday |
| 19 | AN4/19MAYCAILHR/ABA | AV In First Thursday From This Day |
| 20 | ANTH/19MAYCAION/ ABA \*22MAY/AAF,MS/KY/XCDG/B5 |

|  |  |  |
| --- | --- | --- |
| 2 | DIRECT ACCESS |  |
| 1 | 1EKAN19MAYCAIBOM | Direct Av  |
| 2 | 1EKMD | MOVE DOWEN |
| 3 | 1EKMU | MOUVE UP |
| 4 | 1EKMY | MOVE YESTERDAY |
| 5 | 1EKMN | MOVE NEXT DAY |

|  |  |  |
| --- | --- | --- |
| 3 | **NOTS** |  |
| **1** | **NUN STOP**  | POINT 2 POINT WITHOUT STOP |
| **2** | **DIRECT** | Point 2 Point With At Most 1 Connection Less Than 24 Hour |
| **3** | **Connection** | POINT 2 POINT WITH ATLESS ONE CONNECTION |
| **4** | **CARRIER PREFERRED DISP: YES** | U Can Book With Anaf19maylon |
| **5** | **AV VALIED FOR 3 MIN ON SYSTEM**  |
| **6** | **IF U FOUND** /BEFOR ORG POINT U CAN TRUST IN NUM OF SEATS  |
| **7** | **X** | CANCELLED FLIGHT |
| **8** | **C, S** | CLOSED SEATS  |
| **9** | **L – O** | WAITING LIST IS OPEN |
| **10** | **MS:BD** | THE FLIGHT FOR **MS** BUT TICKETS FOR **BD** |
| **11** | **MS\*BD** | **BD** Get Full Seats From **Ms** And The Trip On **Ms** Flight |
| **12** | **\*BD** | **BD** RENT PLANE FROM UN IATA COMPANY |
| **13** | **TR** | TRAFIC RESTRICTIONS عدد معين للكراسي بالطائرة مسموح ببيعها  |
| **14** | **N** | NEW FLIGHT |
| **15** | **6** | The Num After Equipment Present Of Trou Arrival Time  |
| 4 | FOR CONTROL GO & RETURN IN THE SAME PAGE |  |
| **1** | MDS | MOVE DOWEN SECOND |
| **2** | MUS | MOVE UP SECOND |
| **3** | MYS | MOVE YESTERDAY SECOND  |
| **4** | MNS | MOVE NEXT DAY SECOND |
| **5** | MDF | MOVE DOWEN FIRST |
| **6** | MUF | MOVE UP FIRST |
| **7** | MYF | MOVE YESTERDAY FIRST |
| **8** | MNF | MOVE NEXT DAY FIRST |

|  |  |  |
| --- | --- | --- |
| 5 | Schedule |  |
| **1** | Sn19maycailon/aba | Schedule Nature  |
| **2** | **Sa19maycailon/aba0900** | Schedule Arrival at 0900 |
| **3** | **Sd19maycailon/aba0100** | Schedule Departure at 0100  |
| 6 | TIME TABLE |  |
| **1** | TN19Maycailon/aba | TIME TABLE Nature  |
| **2** | **TA19Maycailon/aba0900** | TIME TABLE Arrival at 0900 |
| **3** | **TD19Maycailon/aba0100** | TIME TABLE Departure at 0100 |
| **4** | **TN19Maycailon/aba/mo/fd** | TTN In Monday Direct Flight  |
| **5** | **TN19Maycailon/xfra** | TTN Connection Through FRA |

|  |  |  |
| --- | --- | --- |
| 7 | **Availability CHANGE****FROM Availability** |  |
| **1** | AC19APR | Change Departure Day |
| **2** | AC6 | Change Departure Day After 6 Days |
| **3** | AC-2 | Change Departure Day2 Days Before |
| **4** | ACR | Change To Back |
| **5** | ACR28APRCDG | Change To Back Date From **CDG** |
| **6** | AC/ABA | Change Air Line |
| **7** | AC/CN | Change Availability Class |
| **8** | AC/KY | Change Availability To Economy Kappen |
| **9** | AC25APR\* | Change Departure Availability |
| **10** | AC\*26MAY | Change Back Availability |
| **11** | AC10MAY\*5JUN | Change Departure & Back Availability |
| **12** | AC/ | Change &Search Availability In Week |
| **13** | ACSN | Change Availability Nature To Schedule Nature |
| **14** | ACTN | Change Availability Nature To Time Table Nature |
| 8 | Schedule CHANGE |  |
| 15 | SCTN | Change Schedule Nature To Time Table Nature |
| 16 | SCAN | Change Schedule Nature To Availability Nature |
| 9 | **TIME TABLE CHANGE** |  |
| 17 | TCSN | Change Time Table Nature To Schedule Nature |
| 18 | TCAN | Change Time Table Nature To Availability Nature |
| 10 | **DIRECT ACCESS CHANGE****FROM Availability** |  |
| 19 | 1SV/ | Change Air Line  |
| 20 | 1EKAC22MAY | Change Departure Date |
| 21 | 1EKAC/CR | Change Class To Be **R** CLASS |

|  |  |  |
| --- | --- | --- |
| 11 | FROM PNR |  |
| **1** | RLR | RECORD LOCATOR RETURN |
| **2** | TST | TRANSSITIONAL STORED TICKET  |
| **3** | AXR | ASSOCIATED CROSS REFERANCE(SPLT PNR) |
| **4** | MSC | MARRIED SEGMENT |
| 12 | SEELING SEATS |  |
| **1** | SS1H1 | FOR SELL SEAT ON **H** CLASS |
| **2** | SS1SH1 | 2 DEFRONT CLSSES IN 1 SEG |
| **3** | SS1H1N2 | 2 DEFRONT CLSSES IN 2 SEG |
| **4** | SS1N1\*12 | THE SAME CLSSES IN ROUND SEG |
| **5** | SS1N1\*V12 | 2 DEFRONT CLSSES IN ROUND SEG |
| **6** | SS1N1/**PE** | FOR SELL WAITING LIST SEAT |
| **7** | SS1N1\*V12/PE | WAITING LIST IN ROUND SEG |

|  |  |  |
| --- | --- | --- |
| 13 | OPEN SEGMENT |  |
|  | S**O**LH**Q**FRAMUC OR S**O**YY**Q**FRAMUC |
| **O** | **OPEN SEGMENT** | **Q** | CLASS |
| **LH** | AIR LINE | YY | ANY AIATA AIR LINE |
| 14 | ARANK |  |
|  | SI ARNK | Un Known Transfer Between Segment |
| 15 | PASSIVE SEGMENT |  |
| **Out Of Availability** | SSSV3444Q19MAYCAIJEDPK1/16001800/ROTDEA |
| EXMPLE | 1 2 3 4 5 6 7 8 9/ 10 11 /12  |
| FROM **Availability** | SS1H3/PK/RUNMGD |
| **CHANGE TIME BEFOR ER** | 3/15451650 |
|  | NOTE |  |
| PK | CONFIRM SEGMENT | 6 | ORIGAN POINT |
| PL | WAITING LIST SIG | 7 | DEPARTURE POINT |
| 1 | SELL SEAT | 8 | PASSIVE CONFERM SEGMENT |
| 2 | AIR LINE CODE | 9 | NUM OF PAXES |
| 3 | FLIGHT NUM | 10 | TIME OF DEP |
| 4 | CALSS | 11 | TIME OF ARRIVAL |
| 5 | DAT OF FLIGHT | 12 | REFERANCE OF AIR LINE  |
| 16 | **CREAT PNR FOR UNACCOMPANIED MANNER** |  |
| 1 | PUT THE NAME OF GHD FIRST |
| 2 | DO **Availability** |
| 3 | SS1H1/UM7 |
| 3 | SS2H1/UM**7,5**  | AGE OF CHD’S |
| 17 | NAME FAILD |  |
|  | NM1NABIL/MOHAMED MR | ADLT NAME |
|  | NM2NABIL/MOHAMED MR/SARA MSS | 2 Adult Brothers-One Family Name |
|  | NM1BROWN/SIOBHAN(INF//10JAN08) | If u forget name remark that is inf  |
|  | NM1MOHAMED/FAHD(CHD/14APR00) | CHD Name |
|  | NM1NABIL/MOHAMED(INF/KENZY/14APR08) | INF With Father |
|  | NM1ALI/KADRI(INFMOHAMED/KENZY/14APR08) | INF Without His Father |
|  | NM1BROWN/JANE(INS) | INFANT WITH A SEAT |
|  | NM2SCHWARZ/MANFRED MR/SABINE MRS1BLACK/ANDREWMR | 2 same family third deferent |

#### FOR DOING PNR IN ONE STEP

**FROM AVILIABILTY**

SS1M1;NM1NABIL/MOHAMED MR;AP;APLON2231456987-H;APE-COOLFEELING@HOTMAIL.COM;TKTL23APR;RFMOHAMED;DMI;**ER**

**STEPS FOR MAKING PNR**

1. **NAME’S OF PASSENGERS**
2. **AVILIABILLITY**
3. **SELLSEATS (SS1Y1)**
4. **AP**
5. **APLON236541258-H OR B/M/F**
6. **APE-ABC@HOTMAIL.COM**
7. **TKOK OR TKTL20APR OR TKXL23APR**
8. **RF MOHAMED**
9. **DMI**
10. **ER**

|  |  |  |
| --- | --- | --- |
| 18 | **FOLLOW UP INTRIES** |  |
| 1 | 2/RR | CHANGE SEG 2 STATUS TO BE RR |
| 2 | 2/HK | CHANGE SEG 2 STATUS TO BE HK |
| 3 | ERK | CHANGE ALL SEG STATUS TO BE HK AND SAVE  |
| 19 | RETRIVE PNR |  |
| 1 | RT**REF** | RETRIVE FILE WITH REFERANCE |
| 2 | RT/NAME | RETRIVE FILE WITH FAMILY NAME |
| 3 | RTTKT/TKTNUM | RETRIVE FILE WITH TICKT NUMBER |
| 4 | RT0 | BACK TO LAST LIST  |
| 20 | **FOLLOW UP INTRIES** | FROM PNR |
|  | RTA | DISPLAY SEGMENT’S |
|  | RTB | DISPLAY THE BILL |
|  | RTC | DISPLAY CAR RESERVATION |
|  | RTF | DISPLAY FAIR |
|  | RTG | DISPLAY OSI & SSR |
|  | RTH | DISPLAY HOTEL RESERVATION  |
|  | RTI = RTA | DISPLAY Itinerary SEGMENT |
|  | RTJ | DISPLAY AP INFORMATION |
|  | RTK | DISPLAY TKT STATUS (TKOK OR TKTL) |
|  | RTN | DISPLAY NAME’S |
|  | RTW | DISPLAY ALL Itinerary DETAILS |
|  | RTO | DISPLAY OPTION ILIMENT  |
|  | RTR | DISPLAY REMARKS |
|  | RTQ | DISPLAY QUE WHICH CONTAIN THIS PNR |
| 21 | **SPECIAL Service Request SSR** |  |
| **1** | SR SFML/p1-3/s2-3,5 | SEA FOOD MEAL REQUEST  |
| **2** | SR wchr/p1/s3 | WEEL CHAIR SERVICE REQUEST |
| **3** | SR\*SPML-Nobeef-NoSolt | SPECIAL MEAL REQUEST |
| **4** | SR Maas-Case Definition | SPECIAL SERVICE REQUEST  |
| **5** | SR MAAS-OLD PAX | EXAMPLE |
| 22 | **OTHER SERVICE INFO OSI** |  |
| **1** | OS AF VIP PAX/P1 | TELL **AF** IMPORTANT IFO ABOUT PAX  |
| **2** | **OS YY VIP PAX/P1** | TELL **ALL** AIRLINES IMPORTANT IFO ABOUT PAX  |
| **3** | **OS SV TKNO065-2314569872** | PUT TICKT NUM MANEUAL FOR AIR LINE |
| **4** | Si.P1/SSRfoid Ms Hk1/ID022565665459 | FO ID –Pax information for open SEG  |
| 23 | **GENERAL REMARK****DISPLAY ON AIR LIN SYSTEM &AMADEUS** |  |
| 1 | **RM PAX ADV XNCL PEN** | Info Appears on Air Line and Amadeus sys  |
| 24 | **SPECIAL REMARK** |  |
| 1 | RC FREE TEXT | Info Appears on Amadeus sys only |
| 2 | **Rc**ttl Fir Egp 255.00/P3 | Total ticket amount is 255.00 EGP for pax num 3 |
| 25 | **Mileage member ship** |  |
| **1** | **VFFD MS** | TO GET AIRLINE AGREEMNT WITH MS |
| **2** | **FFD IB-22222222** | DISPLAY CARD INFO |
| **3** | **FFA IB-22222222** | Display & Added Card Info In New PNR |
| **4** | **FFA IB-22222222,AA,IB** | IF PNR HAVE MORE THAN AIRLINE |
| **5** | **FFN AZ-32165498** | ADDED MILEAG CARD TO SAVED PNR  |
|  | NOTE |  |
| 6 | RIRFREE TEXT | DISPLAIED ON Itinerary & TKT |
| 7 | RII FREE TEXT | DISPLAIED ON Itinerary & bill |
| 26 | **OUT OF BNR INTRY** |  |
| 1 | 1AZRTREFERANCE | For Display Itinerary For Airline AZ |
| 2 | 1AIRTREFERANCE | For Display Itinerary For Airline AI |
| 3 | LM/BA154/20APR | DISPLAY ALL BOOKING ON ------ |
| 4 | Lm10 | FOR CHOOSE PNR LINE NUM  |
| 5 | Lm0 | FOR BACK TO MAIN LIST |

|  |  |  |
| --- | --- | --- |
| 27 | **NAME FAILD CHANGE** |  |
| 1 | 1/(CHD/9APR00) | CHANGE NAME REMARK |
| 2 | 1/ | FOR DELETING NAME REMARK |
| 3 | 1/(INFKENZI/9APR08) | ADDING INF FOR PAX NUM 1(FATHER) |
| 4 | 1/(INFMOHAMED/KENZI/9APR08) | ADDING INF FOR PAX NUM 1(NOT HIS FATHER) |
| 28 | **CHANGE PHONE FAILD** |  |
| 5 | **5**/LON2233145698-H | 5(SEG NUM) |
| 29 | **CHANGE TK STATUS** |  |
| 1 | 6/OK | SEG 6 FROM TKTL TO TKOK |
| 2 | 6/20APR | SEG 6 CHANGE TIME LIMIT |
| 3 | 6/XL22APR | SEG 6 FROM TKOK TO TKXLAT 22APR |
| 30 | **CHANGE NAME** |  |
| 1 | NU3/1ELGEBALY/MOAAZ MR | UPDATE NAME NUM 3 TO BE …. |
| 2 | 3/1OTHMAN/MOAAZ MR | CHANGE FULL NAME  |
| 31 | **CHANGE CLASS** |  |
| 1 | SB**Y** | Should Be Y Class FOR ALL SEGMENT  |
| 2 | SBY2 | CHANGE CLASS IN SEG 2 TO BE **Y** |
| 32 | CHANGE DATE |  |
| 3 | SB20APR2,3 | CHANGE DAT FOR SEG 2-3 TO BE  |
| 4 | SBK21APR2/M25MAY3 | for change date of DEP and back SEG and their classes |
| 33 | RE ARRANGE PNR SEG |  |
| 1 | Rs2,3,5,4 | Write the right arrange |
| 34 | FOR DELET ANY NAME OVER SEAT’SBEFORE **ER** |  |
| 1 | Step 1  | 4/p1,3 | Pax 1,3 have segment’s |
| 2 | Step 2 | Xe2 | Cancel element num 2/pax num 2  |
| 35 | CHANGE NUM OF SEATS |  |
| 1 | 4/3 | Change Seats In SEG 4 To Be 3 Seats |
| 36 | Divide – split step’s |  |
| 1 | Step 1 | Sp2-4,5 | Split Pax Num 2,3,4,5 |
| 2 | Step 2 | EF | End and file |
| 3 | Step 3 | ER | End And Retrieve For Saving |
| 4 | Step 4 | RTAXR | Retrieve the split PNR  |
| 5 | Step 5 | Rt1 | Choose from list which one u need to retrieve |
| 37 | **GROUP’S****Create PNR For Group From Availability** |  |
| **1** | NG15WINGS TOURS | NEED 15 SEATS &GROUP NAME |
| **2** | SS15Q1/SG | SELL 15 SEAT’S ON Q CLASS CONFEIRMED |
| **OR** | SS15Q1/PG | SELL 15 SEAT’S ON Q CLASS WAITING LIST |
| **3** | SRGRPF MS-GV10 | SSR FOR MS FOR REQUESTING FAIR BASIS |
| 38 | OUT OF AVILIABILITY |  |
| **1** | NG15WINGS TOURS | NEED 15 SEATS &GROUP NAME |
| **2** | SSMS666K20APRCAISSHSG15 | SELL SEATS ON **MS 666** ON K CLASS **CONF** |
| **3** | SSMS666K20APRCAISSHPG15 | SELL SEATS ON **MS666** ON **K** CLASS **WAIT LIST** |
| **4** | SRGRPF MS-GV10 | SSR FOR MS FOR REQUESTING FAIR BASIS |
| 39 | MODIFING GROUP |  |
| **1** | RTW – RTN | DISPLAY NAM’S |
| **2** | XE3,4-6 | DELETING NAME’S AND SEATS FROM NAME  |
| **3** | XE0.2 | DELET 2SEATS FROM UNNAMED PAX’S |
| **4** | SP2,3-6 | SPLIT NAMED PAX NUM 2.3.4.5.6 |
| **5** | SP0.3 | SPLIT 3 PAX’S UNNUMED  |

|  |  |  |
| --- | --- | --- |
| **1** | IBD | ITINIRY BASIC DISPLAY |
| **2** | IBP | PRINT ITINIRY BASIC |
| **3** | IED | DIPLAY EXTENDED DETAILS |
| **4** | IEP | Print Extended Details for Each PAX Separated |
| **5** | IEPJ | Print Extended Details for All PAX Joined in One |
| **6** | IEP/P1 | Print Extended Details for PAX ONE |
| **7** | IEP/P1,3 | Print Extended Details for PAX NUM 1& 3 |
| **8** | IEP/S3-5 | Print Extended Details for SEG NUM 3.4.5 |
| **9** | IEP-EMLA | Sent Extended Details for Itinerary for Saved Email |
| **10** | IEP-EML-ABC@HOTMAIL.COM | Sent Extended Details for Itinerary for This Email |
| 40 | ADDING MAILING ADRESS |  |
| 1 | AM/H//NA-PAX NAME/A1-PAS ADRESS/CI-CITY/CO-COUNTRY/P1 |
| 41 | ADDING BAILING ADRESS |  |
| **1** | AB//CY-Company Name/NA-Pax Name/A1- Company Adress/CI-City/CO-Country/P1 |
| **2** | WM/ | FOR REGESTER IN AMADEUS SERVER (JUST ONE TIME) |
| 42 | INVOICE |  |
| **1** | INVD | DISPLAY INVOICE |
| **2** | INVP | PRINT INVOICE |
| **3** | INVJ | PRINT ALL PAXXES JOINED INVOICE IN ONE  |
| **4** | INV/PAX | PRINT ALL PAXXES INVOICE EXEPT INF  |
| **5** | INV/INF | PRINT INVOICE FOR ALL INF |
| **6** | INV/P1 | PRINT INVOICE FOR PAX NUM 1 |
| **7** | INV/S3-5/P1.3-5 | PRINT INVOICE FOR SEG 3.4.5 FOR PAX 1.3.4.5 |
| **8** | INV-EMLA | SENT BASIC INVOICE FOR SAVED EMAIL |
| **9** | INE-EMLA | SENT EXTENDED INVOICE FOR SAVED EMAIL |
| **10** | INV-EML-ABC@HOTMAIL.COM | Sent Basic Invoice For Email |
| **11** | INE- EML-ABC@HOTMAIL.COM | Sent Extended Invoice For Email |

|  |  |  |
| --- | --- | --- |
| 43 | SEAT RESERVATIONOPEN SEAT MAP FROM BNR |  |
| **1** | SME |
| 44 | IF AIR LINE DOSE’NT OPN THE MAB |  |
| **1** | ST/W/P3 | RESERVE WINDOW SEAT FOR PAX NUM 3 |
| **2** | ST/A | AILE SEAT |
| **3** | ST/A/S3-4 | RESERVE WINDOW SEAT FOR SEG 3-4 |
| **4** | ST/A/P1-3/S3-4 |  |
| 45 | OPEN SEAT MAP OUT OF BNR |  |
| **1** | SMLH401/C/12MAYJFKFRA |

|  |  |  |
| --- | --- | --- |
|  | **PEN** | PENALITIES |
|  | **NPE** | NUN PENALITIES |
|  | **AP** | ADVANCED PERCHES |
|  | **NAP** | NUN ADVANCED PERCHES |
|  | **NRF** | NUN REFUND |
|  | **P50** | 50% OF BASIC |
|  | **+** | MEANS ATTENTION & BACK TO ROLES |
|  | **S** | Seasonal price |
|  | **L** | Requiring printing on a specific DAT |
|  | **A** | Available FROM DAT |
|  | **B** | Available BEFOR DAT |
|  | **E** | SEG ONE DAT MUST BE ------ |
|  | **O** | LAST SEG DATE MUST BE BEFOR ---- |
|  | **F** | LAST SEG DATE MUST BE ----- |
|  | **M** | NEW FAIR |
|  | **X** | CANCELED FAIR |
|  | **-IN** | INFANT |
|  | **-CH** | CHAILD |
|  | **/INF** | INFANT |
|  | **IT** | FAIR FOR GROUP |
|  | **AT** | INCLODING TAXES |
|  | **RW** | RAWIND AWORLED |
|  | **IH** | Half-price ticket |
|  | **IR** | The ROWEND TRIP price  |
|  | **IO** | The price OF ONE WAY |
|  | **L** | LIST |
|  | **R** | ROUTING |
|  | **VAC** | VISIT AN OTHER COUNTRY FAIR |
|  | **ET**  | Exempt /إعفاء |
|  | **ZZ** | YOUNGE |
|  | **BTA** | Tikt Started From Out Side Country Of Issue |
|  | **/OAF** | ALLSEG ON AIR FRANCE |
|  | M | MIRROR |
|  | **--** | Arank but x/ means direct flight (he will stay less than 24 hour) |
|  | **---** | Arank with stop over more than 24 hours |

|  |  |  |
| --- | --- | --- |
| **1** | FAIR QOUTE DISPLAY |  |
|  | FQDCAILON | DISPLAY FAIR WITHOUT TAX |
|  | FQPCAILON/ABA/IX | DISPLAY FAIR FROM LOWEST TO HIGHER |
|  | FQDCAILON/ABA/S | DISPLAY FAIR FOR ALL AIRLINE |
|  | FQDCAILON/D20NOV | DISPLAY FAIR IN DAT |
|  | FQDCAILON/ABA/D20MAY\*\*20AUG | DISPLAY FAIR ROWEND TRIP |
|  | FQDCAILON/ABA/D20MAY\*3D | Display Fair ON Dat &Back After 3day |
|  | FQDCAILON/ABA/D20MAY\*3M | Display Fair ON Dat &Back After 3MONTH |
|  | FQDCAIPAR/AAF/CY | Display Fair ON AIR FRANCE CLASS **Y** |
|  | FQDCAIPAR/AAF/KY | Display Fair ON AIR FRANCE CAPEN **Y** |
|  | FQDCAILON/ALH/D20MAY08 | **Display fair from 1year in THE past** |
|  | FQDCAILON/R,-IN-CH | DISPLAY FAIR INFANT & CHAILD |
|  | FQDCAIAMM/R,-IT/AMS | DISPLAY FAIR FOR GROUP ON MS |
|  | FQDCAILON/R,AT | DISPLAY FAIR PLUS TAX |
|  | FQDCAICAI/ALH/**V**RW | Display Fair Around World Trip On **LH** |
|  | FQDCAILON/R,NUC | DISPLAY FAIR WITH **NUC** |
|  | FQDCAILON/IH | DISPLAY Half-FAIR |
|  | FQDCAILON/IR | DISPLAY ROWEND TRIP FAIR  |
|  | FQDCAILON/IO | DISPLAY ONE WAY FAIR |
|  | FQDCAILON/ABA/R,-NPE-NAP | Display Without Penalties Or Conditions  |
| **2** | **FAIR NOTE DISPLAY** |  |
| 1 | FQDCAILON/ABA/D20NOV | DISPLAY FAIR ON BA IN DATE  |
| 2 | FQN1\*L OR FQN1//L | DISPLAY LIST OF NOTE  |
| OR | FQN1\*PE | DISPLAY NOTE OF PENALITIES |
| OR | FQN1\*PE/P1 | Display Note Of Penalties From First Page |
| OR | FQN1\*PE,MN,AD | DISPLAY MOR THAN 1 NOTE |
|  | FQNTAX/EGYPT | DISPLAY IFO FOR EGYPT TAX |
|  | FQNTAX/EG | DISPLAY IFO FOR EGYPT TAX |
|  | FQNTAX/EG/XK | DISPLAY IFO FOR EGYPT TAX (XK TAX) |
|  | FQR1 | DISPLAY ROUTING FOR FAIR BAIS IN SEG NUM 1 |
|  | FQS1 | DISPLAY CLASS FOR FAIR BAIS IN SEG NUM 1 |
|  | FRC2/EGP | COUNVERT FAIR IN LINE NUM 2 TO EGP |
|  | FRC2/\*LON | COUNVERT FAIR IN LINE NUM 2 TO GBP |
|  | FRC2/\*US | COUNVERT FAIR IN LINE NUM 2 TO USD |

|  |  |  |
| --- | --- | --- |
| **3** | FQDCAILON/ABA |  |
| **1** | FQDN | CONVERT FAIR TO NUC | FQDC/AMS | CHANGE AIRLINE |
| **2** | FQDL | Convert Fair To Local Currency | FQDC/D26DEC | CHANGE DAT |
| **3** | FQDR | CONVERT FAIR TO ROUNT TRIP |  |  |

|  |  |  |
| --- | --- | --- |
| **4** | FAIR QOUTE PRICING |  |
|  | FQPCAILHRCAI | DISPLAY FULL FAIR WITH TAX |
|  | FQPCAICDGLHR--CDGCAI/OAF | Display Full Fair With Tax All On Af |
|  | FQPCAI/AAFCDG/AMS | Display Full Fair |
|  | FQPCAIFRA---MUCCAI/OLH | Display Full Fair |
|  | FQPCAI/D19MAY/CNLHR/D22MAY/CNCAI/OBA/L | Display Full Fair |
|  | FQPCAIFCO-/M/OAZ | Display Full Fair |
|  | FQPCAICDGLHR--CDGCAI/OAF/RCH | Display Full Fair |
|  | FQPCAICDGLHR--CDGCAI/OAF/RIT | Display Full Fair |
|  | FQPCAICDGLHR--CDGCAI/OAF/RVAC | Display Full Fair |
|  | FQPCAICDGLHR--CDGCAI/OAF/R,ET-EG-XK | Display Full Fair |
|  | FQPCAICDGLHR--CDGCAI/OAF/RIN\*CH\*ZZ | Display Full Fair |
|  | FQPCAICDGLHR--CDGCAI/OAF/RCH\*IN,ET-EG-XK | Display Full Fair |
|  | FQPCAICDGLHR--CDGCAI/OAF/R,\*NPE-NAP | Display Full Fair |
|  | FQPCAICDGLHR--CDGCAI/OAF/R,20APR08 | Display Full Fair |
|  | FQPCDGLHRCDG/OAF/R,CAI.CAI | Display full fair for BTA TKT |
|  | CAI 1= SALE POINT / CAI 2= ISSUE POINT |  |
| **5** | FAIR NOTE STEP’S |  |
| **1** | FQPCAILHRCAI |
| **2** | FQQ1 |
| **3** | FQN4-1\*PE |
| **4** | FQN4-2\*PE |

###### ITINERARY PRICING

FXX FXP FXA – FXL FQR FQB

|  |  |  |
| --- | --- | --- |
|  | RB | REBOKING |
|  | FL | FLIGHT RESTRICTIONS MEANS (GO & SEE FAIR NOTE) |
|  | RE | RESERVATION CONDETION MEANS (GO & SEE FAIR NOTE) |
|  | SR | SALES RESTRICTION MEANS (GO & SEE FAIR NOTE) |
|  | T | TAX IN MUSK |
|  | E | Exempt TAXES |
|  | VI | VISACARD |
|  | AX | AMERCAN EXPRESS |
|  | CA | MASTER CARD |
|  | DC | DINERS CARD |
|  | TP | UNIVERSAL TRAVEL PLAN |
|  | SALES |  |
|  | CC | CREDIT CARD |
|  | CA | CASH |
|  | MX | CASH +CREDIT |
|  | TKTT | E-TICKT ISSEUD |
|  | CANX | VOIED TKT |
|  | CANN | JUMPED TKT NUM CANCELLED |
|  | EM50 | VMBD = MCO  |
|  | FXX | PRICING WITHOUT SAVE |
|  | FXP | PRICING & CREAT TST & SAVE IT |
|  | FXA | LOWEST PRICE AVAILIABLE  |
|  | FXL | LOWEST PRICE AND HIS STATUS (AVAILABLE OR NOT) |
|  | FXR | LOWEST PRICE & REBOOKING CLASSES WITHOUT SAVEING  |
|  | FXB | LOWEST PRICE & REBOOKING CLASSES WITH SAVEING & CREAT TST  |

|  |  |  |
| --- | --- | --- |
|  | NOTE |  |
|  | YOU MUST PRICING ON CARIRE WHICH OUT FROM ORGIN POINT |
| **6** | ITINERARY PRICING |  |
| **1** | FXP |  |
| **2** | FQQ2 | DISPLAY PRICE NOTE |
| **3** | FXT2 | CHOOSE PRICE NUM 2 |
| **4** | RF NAME | RECIVED FROM NAME |
| **5** | ER | END & RETRIVE |
|  |  |  |
| **1** | FXP/R,VC-AF |  |
| **2** | FQN2\*PE |  |
| **3** | FXT2 |  |
| **4** | RF NAME |  |
| **5** | ER |  |
|  |  |  |
| **1** | FXB/R,VC-AF |  |
| **2** | FQN2\*PE |  |
| **3** | RF NAME |  |
| **4** | ER |  |
|  |  |  |
| **1** | FXA |  |
| **2** | FQN2\*PE |  |
| **3** | FXU9FXZ9 | OR | CHANG CLASS & REPRICING & CREAT TST |
| JUST REBOOKED ONLY |
| **4** | RFMN |  |
| **5** | ER |  |
| **7** |  | OPEN RETURN |  |
| **1** | FXP/OPEN | On one way SEG |
| **8** | FOLLOW UP INTRIES |  |
| FXX- FXP- FXA – FXL - FQR - FQB |
|  | FXP /P1 | PAX NUM 1 |
|  | FXA/INF | INFANT |
|  | FXL/P2-4,5 | PAX NUM 2.3.4.5 |
|  | FXR/S2-4 | SEGMENT 2.3.4 |
|  | FXB/S2X,4X | SEG2.4 Transit | THE SAME INTRY |
|  | FXP/S3S,5S | SEG3.5 STOP OVER  |
|  | FXP/RVAC/S4-7 | VISIT ANOTHER COUNTRY SEG 4.5.6.7 |
|  | FXP/RVAC-IN | VISIT ANOTHER COUNTRY FOR INFANT |
|  | FXP/RIT | FOR GROUP’S |
|  | FXP/R,ET-EG-XK |  |
|  | FXP/PIN/P3 |  |
|  | FXP/R,DXB.DXB | BTA PAYMENT PLACE.ISSUEING PLACE |
|  | FXP/R,\*NPE,\*NAP | Without (Penalties & Advanced Purchases) |
| **9** | FAIR MAUAL BULT |  |
|  | TTC | FOR OPEN NEW TST TO CREAT |
|  | TTC/P1 | OPEN TST FOR PAX NUM 1 |
|  | TTC/P1-3.5 |  |
|  | TTC/PAX | FOR ALL PAX EXEPT INF |
|  | TTC/INF | FOR INFANT |
|  | TTC/S3-5.7 |  |
|  | TTC/D | 1 TST FOR ALL PAX  |
|  | TQT | FOR OPEN SAVED TST & EDIT |
|  | TQT/T1 | OPEN TST NUM 1 |
|  | TTE | FROM ITENERERY CANCEL SAVED FAIRS  |
|  | TTE/T1 | CANCEL SAVED FAIRS NUM 1 |
|  | TTE/ALL | CANCEL ALL SAVED FAIRS  |
|  | TTK/F | EDIT FAIR BASE |
|  | TTK/XEGP70.00FR | PUT NEW TAX |
|  | TTK/X3-XEGP60.00BR | EDIT TAX NUM 3 TO BE --------- |
|  | TTK/X2 | DELET TAX 2 |
|  | FAIR COUTATION | 19MAYCAI MS SSH70.00MS CAI70.00EGP140.00END |
| **10** | FAIR ELIMENT |  |
|  | FA | APPEARS AFTER PRINT TKT COUNTAIN TKT NUM-VC-ISSU DAT-…. |
|  | FHE057-1234567891 | FOR TKT NUM MANEUAL |
|  | FM1 | FOR Commission |
|  | FPCASH/P1 | FORM OF PAYMINT CASH |
|  | FPINV | FORM OF PAYMINT INVOICE |
|  | FPCCVI222222222/1010 | VISA + NUM + EXPIRED DAT |
|  | DECCVI22222222/1010/EGP5000.00/AF | Check Visa With Bank And Get Approval |
|  | 10//N1123ZZZ | FOR INPUT APROVAL CODE |
|  | DECCVI22222222/1010/EGP5000.00/N1123ZZZ | If We Have Approval Code  |
|  | FP**INF**CASH | JUST INF CASH |
|  | FETKT NUN REF |  |
| **11** | TOUR CODE – NET REMET |  |
|  | FT/ITH7TFD43 | INTER TOUR CODE FOR GROUP |
|  | FT\*-------------- | INTER TOUR CODE |
|  | FT------/Z----- | INTER NET REMIT |
|  | **FP**NR+CASH/EGP5555.00 | FORM OF PAYMENT NET REMIT + CASH |
|  | FPNR+CASH/EGP5555.00/P1 |
|  | FPNR+CCVI22222222/1010/5555.00/P1 | Form Of Payment Net Remit + Visa |
|  | FPNR+CCVI22222222/1010/5555.00/N12354689/P1 | form of payment net remit + visa + approval code |
| **8** | FPINFNR+CASH/EGP108.00 | NET REMIT FOR INF |

|  |  |  |
| --- | --- | --- |
| **1** | ISSUE TKT |  |
|  | TTP | ISSUE TICKT |
|  | TTP/P1 |  |
|  | TTP/S3-5,7 |  |
|  | TTP/INF |  |
|  | TTP/INF/P1 | ISSUE INF WHICH WITH PAX1 |
|  | TTP/PAX |  |
|  | TTP/T1 | ISSUE TST NUM 1 |
|  | TTP/T1,3-5 |  |
| **2** | CHECK TST |  |
|  | TTP/TKT/T1 | Response: ok to ticket | CHECK ITNRY TO BE READY TO ISSUE |
|  | TTP/T1/ITR-EMLA | SENT TO SAVED EMAIL |
|  | TTP/T1/ITR-EML-ABC@HOTMAIL.COM | SENT TO EMIL |
|  | TTP/IEP | ISSUE EXTENDED TKT |
|  | DSLD/K/EG/AGUNT ID | CHECK AVILABLE TKT NUM STOK |
| **3** | SALES |  |
|  | TJQ/SOF | SALES OF ALL OFFICE USERS |
|  | TJQ/SOF/D-10MAR | SALES IN DATE |
|  | TJQ/SOF/D-10MAR23MAY | SALES IN Period OF TIME |
| **4** | **FOR CHECK TKT ACCOUNTIN حسابيا** |  |
|  | TJT/I-SERIAL NUM | OPEN TKT WITH SERIAL |
|  | TJT/TK-TKT NUM | OPEN TKT WITH TKT NUM |
|  | NOTE |  |
|  | TGETD-EG | AIR LINE E-TKT USER’S |
|  | HEETTAF | Roles Of E-TKT Air France in EG |
|  | TGAD-AF | AGREEMENT WITH AF IN ISSUEING |
|  | TGAD-AF/DL | Agreement between them in issuing |
|  | TWD | TO OPEN TKT |
|  | TWD/L6 | TO OPEN TKT IN ELIMINT 6 |
|  | TWD/TKT075-TKT NUM …… | TO OPEN TKT WITH TKT NUM |

|  |  |  |
| --- | --- | --- |
| **5** | QUEUE |  |
|  | **IW** | WORKED |
|  | **LQC** | LAST QUEUE CRIDIT |
|  | **ADDS** | Last adding to queue |
|  | **TTL** | PNR U DIDN’T WORK |
|  | **QT** | OPEN QUEUE |
|  | **QS970D1** | OPEN THIS QUEUE |
|  | **QD** | Get this queue to be last one |
|  | **QD1700** | Tack This Queue And Get It At 17.00 |
|  | **QD26MAY** | Tack This Queue And Get It At 26 MAY |
|  | **OP21APR/FREE TEXT** |
|  | **QN** | DELET PNR FROM QUEUE & MOVE NEXT |
|  | **QI** | JET OUT FROM QUEUE WITHOUT CHANGE |
|  | **QIR** | JET OUT FROM QUEUE WITHOUT CHANGE & GET COPY TO WORK IN  |
|  | **QU=RT** | RETRIVE LATEST PNR  |
|  | **QE0** | SENT PNR TO QUEUE 0 |
|  | **QE0C0-RT** | SENT PNR TO QUEUE 0 AND RETRIVE IT |
|  | **QE/CAIA0980/0** | SENT PNR TO AN OTHER OFFICE  |

|  |  |  |
| --- | --- | --- |
| **1** | E-TICKT |  |
| 1 | HEEETTAZMS46 | ROLES FOR E-TICKT FOR AZ AIR LINE |
| 2 | TO OPEN ROLES  |
| **1** | E-TICKT AGREEMENT |  |
|  | T | PEAPER TICKT |
|  | P | BTA TICKT |
|  | E | E-TICKT |
|  | ITR | ITINERERY RECEIPT |
|  | AVAF | VOIED |
|  | ARAF | REFOUND |
|  | ETAF | E-TICKT |
|  | O | OPEN |
|  | E | EXCHANGE |
|  | A | AIR PORT |
|  | V | VOID |
|  | R | REFOUNDED |
|  | C | CHECK IN IN THE AIRPORT |
|  | FCMI-0 | FAIR IS GRUNTEE FROM AMADEUS |
|  | FCMI-1 | FAIR BULT MANUL |
|  |  |  |
|  | TGAD-AA | FOR KNOW AIR LINE AGREEMENT WITH AA |
|  | TGAD-AA/AZ | AIRLINE AGREEMENT BETWEEN AA- AZ |
|  | TGAD-AA/AZ/MS |  |
| **2** | COPY OF TICKET |  |
|  | ITR | Print copy of itinerary |
|  | ITR/L9 | Print copy of TKT which in fair element num 9 |
|  | ITR/P2 |  |
|  | ITR-EML-ABC@--/P1 | Sent to email |
|  | ITR-EMLA/P2 | Sent to saved email |
|  | TTR | Print agent copone |
|  | TTR/L9 |  |
|  | TTR/P2 |  |
|  | RHF | Open fair history |
|  | TTR/SNFPNUM | IF FP ELEMENT WERE DELITED  |
|  | TWD | Display TKT info |
|  | TWD/TAX | Display tax DETAILS |
|  | TWDRT | RETURN TO TST |
|  | TWD/L8 | TO OPEN TKT FROM FAIR ELIMNT NUM 8 |
|  | TWD/VAF/TVL12MAYCAICDG-NABIL/MOHAMED |  |
|  | If I Need To Check If There Is More Than PNR For This Details |
|  | TICKT SUP INTRY |  |
|  | TWD/1 | OPEN TKT NUM 1 |
| 1. **3**
 | TWDRL | TO RETURN FOR LAST TST |
|  | TWDRT | TO RETURN FOR TST LIST  |
|  | RT\*E | TO RETREVE PNR FROM TST |
|  | TWH | OPEN TKT HISTORY |
| **3** | REVALIDATION |  |
|  | TTP/**ET**RV/L10/S4,5/E3,4 | L10 | FA ELIMENT |
|  | ET | E-TICKT | S4,5 | NEW ITENERERY SEG |
|  | RV | REVALIDATION | E3,4 | OLD TKT SEG |
| **4** | VOID TICKT |  |
| STEP 1 | TWD |  |
| STEP 2 | TWD/L9 |  |
| STEP 3  | TWX |  |
| STEP 4  | RESPONSE: OK TKT RECORDED |  |
| STEP 5 | TWXIN |  |

|  |  |  |
| --- | --- | --- |
| **5** | REFOUND |  |
| Step 1 | Open ticket & document |  |
| Step 2 | Open follow up  |  |
| Step 3 | Add ticket num in ticket num display |  |
| Step 4 | Click on display |  |
| Step 5  | Click refund  |  |
| note | Net remit must = fare refund in full refund |  |
| **6** | REISSUE |  |
| Step 1 | Case num 1 | If all seg where open |
| Step 2 | Open fair penalty |  |
| Step 3 | Tqt/t1 |  |
| Step 4 | Print out old TST  |  |
| Step 5 | Do changes which u need & reprising |  |
| Step 6 | Call air line to know penalty tax code |  |
| Step 7  | Tqt/t1 |  |
| Step 8 | Open exchange updated -ok |  |
| Step 9 | Add XL taxes  |  |
| Step 10  | Add penalty in tax code which you get from air line |  |
| Step 11 | Add commotion **0** in case of the same fair 1 if it higher than the last |  |
| Step 12 | Change form of payment to be 0/cash+/cash |  |
| Step13 | Click on update |  |
| Step 14 | CONFIRMING UPDATE ( R.MN –ER ) |  |
| Step 15  | TWD/L8 (FA OR FHE LINE NUM ) |  |
| Step 16 | FO\*L8 |  |
| Step 17 | ADDING PAX NUM AFTER SYS RESPONSE ---------------/P1 |  |
| Step 18 | TTP/TKT/T1 --- - TO CHECK TST TO BE READY FOR ISSUE  |  |
| Step 19 | TTP/ET |  |
| Case 2  | If new fair is higher than the old we calculate the difference and add to the total  |  |