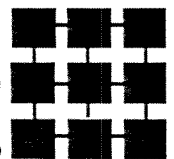


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## 1.0 INTRODUCTION

Welcome to the FCS Fares system. This sub-system has been designed to operate either standalone, or as an integrated part of the FCS Travel portfolio.

Users who are already familiar with the FCS product range, will recognise the friendly menu system, which enable you to setup, order and select the facilities to suit you.

For ease, the demonstration system has been setup with all of the utilities required to operate the FARES system on one menu.

These are split into three categories:

- File maintenance facilities
- Fares enquiry/display module
- Housekeeping functions.

There follows a more detailed look at the Fares System.

## 2.0 FARES SYSTEM - FILE MAINTANANCE PROGRAMS

There are five programs in this suite which enable you to setup all the master files required for validation of the fares inputs and finally the fares maintenance program itself.

### 2.1 Airport and Areas.

#### Prerequisites

None.

#### Procedure

The system will allow input of the following:

Airport/City Identifier	A=Airport, C=City
Code	Three character identifier

These two fields are the key of the file.

Description	Thirty character description
-------------	------------------------------

The system will allow you to Add, Amend, Delete or Display items on file. The display facility show a screen full of codes with associated descriptions. If further items are available for viewing, the system will prompt "More (Y/N)". Entry of "Y" will offer further screens of Codes/Descriptions until end of file is encountered.

## 2.2 Carrier and Conditions.

### Prerequisites

None.

### Procedure

The system will allow input of the following:

Code	Two character identifier
------	--------------------------

The above field is the key of the file.

Description	Thirty character description
Fare conditions	Up to 10 lines x 40 chars of free format text

The system will allow you to Add, Amend, Delete or display items on file. The display facility shows a screen full of codes with associated descriptions. If further items are available for viewing, the system will prompt "More (Y/N)". Entry of "Y" will offer further screens of Code/Descriptions until end of file is encountered. In Add and Amend mode, you can maintain the Carrier specific fare restrictions/conditions that may from time to time be enforced.

## 2.3 Airport Grouping.

### Prerequisites

All group and airport codes must already be valid entries in the Airport and Areas file ( see Section 1.1 above ).

### Procedure

The system will allow input of the following:

Grouping Code	3 characters
Airport Code	3 characters

The above two fields are the key of the file. There are no further data elements held in this file.

This facility is used to logically group together airports by country or by area, so that the group entity may be specified during fares enquiry thus widening the search pattern.

## 2.4 Suppliers.

### Prerequisites

None.

### Procedure

This file is also used in the Reservations and Administration system, and in the Accounts sub-systems.

The system will allow input of the following:

Reference	6 characters
-----------	--------------

The above field is the key of the file.

Name	25 Characters
Address	105 Characters
Postcode	12 Characters
Telephone Number	15 Characters
Telex Number	15 Characters
Facsimile Number	15 Characters
Contacts	25 Chars x 2
Commission offered	Decimal (2). Decimal (2)
Supply type	T = Airline (Tickets) R = General Supply (Remittance) I = Insurance
Supply terms	N=Nett, G=Gross
Supply currency	3 characters

The following field is maintained automatically by the system and as such cannot be altered by the User:

Current Balance	Decimal (7), Decimal (2)
-----------------	--------------------------

Supply currency is validated against the Currency file ( see Section 2.5).

The current balance is maintained by the system and will reflect the nett value of outstanding liability to this supplier on the ledger.

The Fares system ignores commission being that given by the supplier, but will only permit use of "T" type suppliers.

The currency code indicates the remittance currency for this supplier, and is carried forward onto the Fares tables so that table adjustments may be carried out automatically by the system upon request ( see Section 4.1)

## 2.5 Currency Codes.

### Prerequisites

None.

### Procedure

The system will allow entry of the following fields:

Currency code	3 characters
---------------	--------------

The above field is the key to the file.

Description	20 characters
Exchange Rate	Decimal (4).Decimal (4)

Exchange is always assumed to be relative to LOCAL currency which is implicit throughout the FCS Travel system.

## 2.6 Brochure Fares.

### Prerequisites

Airports and Area Codes	see Section 2.1
Carriers	see Section 2.2
Suppliers	see Section 2.4

### Procedure

Information from all of the above sources are used in this file for validation and/or display purposes. These files must therefore be set up prior to entering this facility.

The system will allow input of the following fields:

From location	Validate on Airport/Area file
To location	Validate on Airport/Area file
Via points (Up to 5)	Validate Airport file
Carrier	Validate Carrier File
Effective date range	Ascending date sequence
Supplier	Validate Supplier file
Applicable days of week	Valid 1 thru 7

The above fields are the primary key of the file.

Up to 11 occurrences of the following fares type information are permitted:

Class	No validation
-------	---------------

Class	No validation
One way/Return	O=One way, R=Return
Cost in Supplier Currency	Currency on Suppliers file
Local cost	System applies exchange factor
Price	Price to client excl. surcharges
Markup %	Override to increase Price
Surcharge	Applied to Price before quotation.
Child reduction	Decimal(3).Decimal(2)
Amount/Percentage	\$=Amount, %=Percentage
Infant reduction	Decimal(3).Decimal(2)
Amount/Percentage	\$=Amount, %=Percentage

On entry of Price, the markup relative to the cost is calculated and adjusted as necessary. If the markup is modified, the Price is adjusted to reflect.

Surcharges are shown separately and are not marked up by the system, hence quoted price in the fares view, will be Price + Surcharge.

Child and Infant prices are reductions against the Adult price shown. These may be specified as either an amount, or a percentage reduction as shown.

On entry of the From and To locations, the systems will expand out by displaying the descriptions from the Airports/Areas file. Likewise the carrier and Supplier will be expanded and shown. The system also extracts the pertinent supplier exchange rate off file for display and use in cost/cost local viewing.

### 3.0 DISPLAY FACILITIES

#### 3.1 Brochure Fares Display.

##### Prerequisites

All fares that you wish to be made available to the fares search and display routine must have been entered via the Brochure Fares FM (see Section 2.6).

##### 3.1.1 Selection criteria

The system will require entry of the following fields:

From location	Any Airport/Area/Group on file
To location	Any Airport/Area/Group on file

Optionally you may enter any/all of the following parameters:

Proposed date of travel	Any valid date
One way/Return/Both	Display only    O=One way R=Return

Ticket class	Not validated	B=All flights
Carrier	Any on Carrier file	
Supplier	Any on Supplier file	

**From location/To location.**

The system allows you to enter any combination of City, Area or Group code previously identified to the system (see sections 2.1 and 2.3). If a group code has been entered, then the system will expand out and display all the members of that group. Up to five are shown on the screen in the inputs window - if more than five exist, ".." will be seen at the end of the line.

The system will search and display all fares which match the selection criteria in lowest fare sequence within alphabetic airport sequence.

**Date.**

If a date is entered, then only fares effective on the proposed date of travel will be shown. If no date is entered, all fares regardless of effective date will be shown.

**One way/Return/Both.**

If one way only journeys are of interest, then you should enter O=One way in this selection. Other valid combinations are R=Return Fare, and the default selection of B=Show all fares available i.e. both outward and return.

**Class.**

If you wish to restrict viewing to a particular class of fare, then enter it here. This field is not validated as different carriers use various combinations of letters for their own brands of fare. If no class is entered, fares for all classes are shown.

**Carrier.**

If you wish to restrict travel to one particular carrier, then you may enter the code here. If no carrier code is entered, then all fares irrespective of carrier will be displayed.

**Supplier.**

Should you wish to restrict the display to fares offered by one particular supplier, you may enter their code here. This would not normally be used as there may well be fares offered by other suppliers at a lower rate than the items displayed.

**3.1.2 Processing.**

The system will display all records that match the selection criteria in ascending

The system will display all records that match the selection criteria in ascending Adult fares sequence within departure/destination sequence. Up to twenty fares can be viewed in encoded format at a time.

If more than twenty fares options are available for display, the system will prompt "More Y/N" and on entry of "Y" will refresh the window and bring up further fares for viewing.

The following information is shown:

From Airport	
To Airport	
Carrier	
Outward/Return Indicator	
Adult Price	This will be the price indicated in the fares table plus any surcharges.
Child Price	This will be the price indicated in the fares table, less the child discount plus any surcharges.
Infant price	This will be the price indicated in the fares table, less the infant discount plus any surcharges.
Class	This will be the lead character of ticket class
Via points	This will be a numeric which signifies the number of stop-offs between the two locations.

Once the table of fares has been displayed, the following facilities are supported:

<Up Arrow>	Moves the window bar/cursor up the screen
<Down Arrow>	Moves the window bar/cursor down the screen
(E)xtend	Expands out the coded details for the table item currently selected/highlighted
(C)ond	This displays any conditions that may be held on file for carrier/fare table
(S)upp	Details of your supplier for the selected fare
(P)rice	Price breakdown
(B)reakdn	Cost breakdown showing Gross profitability etc
(T)ag	Tag a Fare
(U)n-Tag	Un-Tag a Fare
(V)iew	View ONLY Tagged fares
(F)lush	Flush all tagged fares
(Q)uit	Quit display and return to parameter input

### 3.1.2.1 Extended Details.

The system will expand out the airport codes, carrier code and journey type.

Additionally it will show the via points, supplier code and name and the valid days of departure.

### 3.1.2.2 Conditions.



### 3.1.2.2 Conditions.

Conditions are held against the carrier (see Section 1.2). These conditions may be viewed here on request.

### 3.1.2.3 Supplier Details.

Upon selection the system displays the following:

Reference            (Supplier file key)  
Name and address  
Postcode  
Telephone, Facsimile and Telex Numbers  
Contact Name

### 3.1.2.4 Pricing.

The system shows the nett price for the Adult, Child and Infant fares, and upon entry of number of each, will calculate total charge to client.

Where the brochure fares is being used in conjunction with the FCS Travel product, party details are automatically passed to this routine, but may be overridden if required.

The system will also ask whether you wish a hard copy quotation to be produced. If yes, a quotation print is produced showing the extended details and client price breakdown.

### 3.1.2.5 Breakdown.

The system shows a complete breakdown of the fares supply showing the cost in Supplier currency, exchange rate in operation, and local cost, mark up and any surcharge applicable.

It further shows a comparison between supply price and costs showing the profitability on each supply item.

### 3.1.2.6 Tagging

The system will allow the user to tag certain fares. These fares are held in a separate table and may be used in the client quotation.

The (T)ag facility allows the user to add fares to the tag table for later use. This fare will be shown in low light on the display.

The (U)n tag facility allows the user to remove a specific fare from the tag table.

fare will be shown in low light on the display.

The (U)n tag facility allows the user to remove a specific fare from the tag table.

The (F)lush facility will remove all the fares from the tag table. On entry of (F) the system will prompt "Flush all tagged fares (Y/N)"

If the user enters "Y" the fares will be flushed from the tag table, otherwise the fares will remain in the tag table.

The (V)iew facility will allow the user to look at just the tagged fares. All the other fares are removed from the display.

In view mode the client quotation, the price breakdown and the cost breakdown use all the tagged details. This allows the user to price, cost and print a quotation for a full itinerary.

## 4.0 HOUSEKEEPING.

### 4.1 Fares Exchange Rate Update.

#### Prerequisites

Brochure Fares Tables in operation  
Latest currency rates updated in currency file (if applicable)  
Dedicated system ( if not single user )

#### Procedure

The system will allow the input of the following:

Currency code	Validate on currency file
Exchange Rate to be applied	Decimal(5),Decimal(4)
Update Currency file	(Y)es, (N)o

If no currency code is entered, then the system will reapply all rates that are current in the currency files against the existing Fares file, and where there is an exchange rate discrepancy, it will update the Fares file, recalculating the local currency price and mark-up amounts as well as the surcharge fields as applicable.

Where a currency code is entered, the new exchange rate to be applied will be entered next, with the option to update the currency code file with the new rate if required. This facility enables you to monitor exchange rate fluctuations without altering commitments already in the booking and administration system if you are running this option.

Before processing goes ahead, you will be prompted to enter "OK to Update". If anything other than "OK" is entered (lower case derivatives supported), the system will return to the calling menu without effecting the changes.

## 4.2 Brochure Fares Purge

### Prerequisites

None.

### Procedure

The system will allow entry of the following:

From Airport	Valid on Airport/Area file
To Airport	Valid on Airport/Area file
Via points x 5	Valid on Airport/Area file
Carrier	Valid on Carrier file
Date range	From/to in ascending sequence
Supplier	Valid on Supplier File
Class	No validation
Verification request	(Y)es, (N)o

Upon entry of all selection criteria, the system will prompt "OK to Purge". Any entry other than "OK" will terminate the transaction, returning control to the calling menu without effecting the purge.

### 4.2.1 From/To/Via Airport entry.

Any combination of entry is supported. If no airport code is specified in a location, then the system will apply ALL to this parameter. Entry of a code in the VIA location, will include any record for the purpose of verification of this parameter, that has the specified VIA airport anywhere in its VIA string. It is not mutually exclusive.

### 4.2.2 Date range entry.

Any table which has an effective date that falls anywhere within the specified window (inclusive of boundary dates) will be included in the selection. If no entry is made in the Start Date, this will default to 010101, and if no entry is made in the End Date, this will default to 311299.

### 4.2.3 Class.

Entry of a class will mean that the system will only remove fare line items for the selected class. Where the class specified is the only one on a table, the complete

Entry of a class will mean that the system will only remove fare line items for the selected class. Where the class specified is the only one on a table, the complete table will be subsequently removed upon verification. Where the class fare details are in the middle of the table, the remainder of the table will be shuffled up automatically.

#### 4.2.4 Verification.

If you wish to verify each table/item before it is deleted, then set this parameter to "Y". The default is "N" which will result in a silent deletion process. Any item which is subsequently rejected during the selection process, will be left on file.

### 4.3 Brochure Fares Print.

#### Prerequisites

Brochure fares details on file.

#### Procedure

The system will prompt you to select (D)isplay or (P)rint whereby the report will either be output to screen or directly onto the printer.

The system will allow input of the following:

From airport	Valid on airport file
To airport	Valid on airport file
Via points	Valid on airport file
Carrier	Valid on carrier file
Date range	Ascending sequence
Supplier	Valid on supplier file
Class	No validation

All fares records that match the selection criteria are placed on the report, showing the expanded details. If the request was to output on screen, you will be prompted "More Y/N" after each record. Entry of "N" will terminate the record selection process and return to parameter input.

### 4.4 Brochure Fares Series Amend

This function allows the to user amend specific sets of fares. It firstly allows the user to specify which fares to amend. The selection criteria are shown below. The system will then prompt the user with all the fares that meet the given criteria.

#### Prerequisites

**Prerequisites**

If the amendments are specific to a Supplier, Carrier or Sector these codes need to be entered in their relevant file maintenances.

**Procedure**

The system will allow input of the following fields :

- Supplier
- Carrier
- Effective From Date
- Effective To Date
- From Sector
- To Sector

The user may enter spaces in all of the above fields. This will allow the system to ignore this field in fare selection.

Once a fare is found meeting the criteria the following is displayed in the right hand corner.

- From Sector
- To Sector
- Via Points X 5
- Carrier Reference
- Effective From Date
- Effective To Date
- Supplier Reference
- Valid Days

The system will then default all the fares for this combination. For each fare line the amendable fields are :

- Class
- One Way or Return                      O or R
- Cost ( Supplier Currency )
- Cost ( Host Currency )                      This is automatically Calculated
- Price
- Markup
- Surcharge
- Child Price or Discount
- Child % or \$
- Infant Price or Discount
- Infant % or \$
- Fare Condition Code

The system will prompt the user with "Do you wish to amend this record (Y/N)". If