

Trip Proposal

Overview

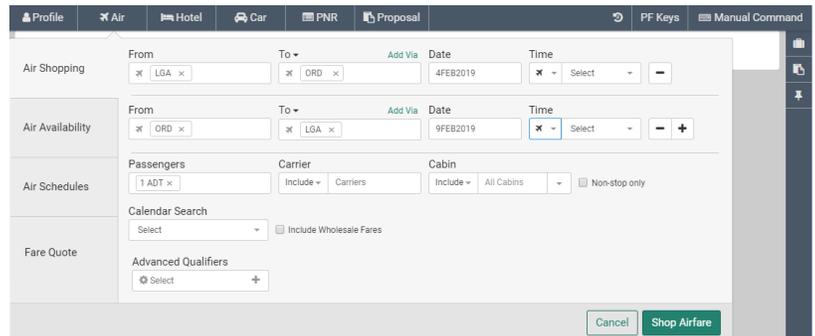
Trip Proposal is an offer management tool that allows you to propose multiple air, hotel, and car itinerary options with a simple click of a button during the shopping workflow. Available only in the new Sabre Red Workspace, Trip Proposal simplifies the end-to-end offer process with a “Propose” function integrated directly into the new Workspace’s intuitive, easy-to-use workflow. Once a traveler indicates which proposed itinerary works best for them, you can convert the traveler’s desired options to bookings in one easy click.

Creating a Proposal – Graphical Workflow

Air

Example

In Graphical style, click **Air** and then **Air Shopping** to start a search.



Expand the panel on the shopping response by clicking the down arrow.

Click **Propose**, to automatically begin a new proposal and save the segment to the proposal, without withholding any inventory from the airline.



Note: The Propose button is available in every response panel at the time of shopping or pricing.

Hotel and Car

Propose hotel and car options easily with a workflow consistent to the Air Shopping path shown in this example above.

Creating a Proposal – Format driven Workflow

Air

Format

You can also propose segments using the following commands:

Type WPNI to start an air shop.

The screenshot displays a flight booking interface with the following data:

FARE TRENDS	TRAVEL SEASONALITY	FLEXIBLE DATES	FARE RANGE	ALTERNATE AIRPORTS
	High			USD 462 DAL USD 1126 ACT
CURRENT ITINERARY - LOWER AVAIL CLASS OF SERVICE FOUND				
1 AA 1376 B 20FEB T DFW MIA 12:55 16:48 328 0				1ADT 332.61 332.61
2 AA 969 B 25FEB S MIA DFW 11:00 13:25 772 0				TOTAL FARE USD 332.61
VALIDATING CARRIER - AA				
ADDITIONAL ITINERARY OPTIONS				
OPTION 1				
1 AA 262 B 20FEB T DFW MIA 18:35 22:26 757 0				1ADT 210.60 210.60
2 AA 263 B 25FEB S MIA DFW 07:05 09:21 772 0				TOTAL FARE USD 210.60
VALIDATING CARRIER - AA				
OPTION 2				
1 AA 262 B 20FEB T DFW MIA 18:35 22:26 757 0				1ADT 210.60 210.60
2 AA 2685 B 25FEB S MIA DFW 05:45 08:05 738 0				TOTAL FARE USD 210.60
VALIDATING CARRIER - AA				
OPTION 3				
1 AA 2336 B 20FEB T DFW MIA 06:25 10:06 328 0				1ADT 210.60 210.60
2 AA 263 B 25FEB S MIA DFW 07:05 09:21 772 0				TOTAL FARE USD 210.60
VALIDATING CARRIER - AA				
OPTION 4				
1 AA 2336 B 20FEB T DFW MIA 06:25 10:06 328 0				1ADT 210.60 210.60
2 AA 2685 B 25FEB S MIA DFW 05:45 08:05 738 0				TOTAL FARE USD 210.60
VALIDATING CARRIER - AA				
OPTION 5				
1 AA 262 B 20FEB T DFW MIA 18:35 22:26 757 0				1ADT 215.61 215.61
2 AA 969 B 25FEB S MIA DFW 11:00 13:25 772 0				TOTAL FARE USD 215.61
VALIDATING CARRIER - AA				

Propose the Current Itinerary price,

TP

Note: To propose a segment when there is only one pricing option, as in a WP response, simply enter the command TP.

Propose Option 2 in the WPNI response

TP (option number)
TP2

TP(N-n1) will propose a range of options. For example, TP1-3 would add Options 1, 2, and 3 to the proposal from the WPNI response above

TP(N-n1)
TP1-3

TP(n/n1) will propose a selection of options. For example, TP2/4 would add Options 2 and 4 to the proposal from the WPNI response above

TP(n/n1)
TP2/4

TP(n-n1) and TP(n/n1) can be combined. For example, TP2-4/6 would add Options 2,3,4 and 6 to the proposal from the WPNI response below.

TP(n-n1)
TP2-4/6

Hotel and Car

Format

Propose hotel rate from the Hotel Details Display (HOD)

TP (option number)
TP2

Propose car rate from the Car Shop (CF) or Car Location Shop (CLF) Display

TP (option number)
TP2

Proposal Side Panel and Proposal Display

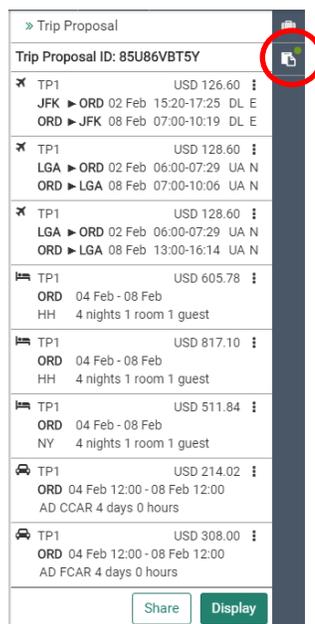
As you add air, hotel, and car segments, you can check the progress of the proposal at any time.

Check Proposal

Example

Click on the **clipboard** icon from the righthand side of the workspace, right underneath the Trip Summary suitcase icon.

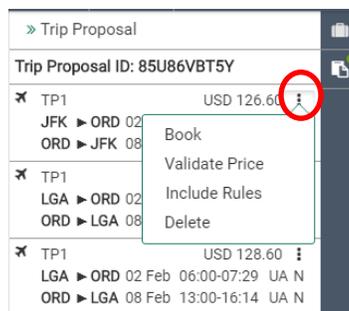
The proposal side panel displays; a **green dot** indicates a proposal is currently in progress.



The screenshot shows a vertical sidebar titled "Trip Proposal" with the ID "85U86VBT5Y". It lists several segments, each with a vertical ellipsis on the right. A red circle highlights a clipboard icon on the right side of the sidebar. At the bottom, there are "Share" and "Display" buttons.

Segment	Price
TP1 JFK ► ORD 02 Feb 15:20-17:25 DL E ORD ► JFK 08 Feb 07:00-10:19 DL E	USD 126.60
TP1 LGA ► ORD 02 Feb 06:00-07:29 UA N ORD ► LGA 08 Feb 07:00-10:06 UA N	USD 128.60
TP1 LGA ► ORD 02 Feb 06:00-07:29 UA N ORD ► LGA 08 Feb 13:00-16:14 UA N	USD 128.60
TP1 ORD 04 Feb - 08 Feb HH 4 nights 1 room 1 guest	USD 605.78
TP1 ORD 04 Feb - 08 Feb HH 4 nights 1 room 1 guest	USD 817.10
TP1 ORD 04 Feb - 08 Feb NY 4 nights 1 room 1 guest	USD 511.84
TP1 ORD 04 Feb 12:00 - 08 Feb 12:00 AD CCAR 4 days 0 hours	USD 214.02
TP1 ORD 04 Feb 12:00 - 08 Feb 12:00 AD FCAR 4 days 0 hours	USD 308.00

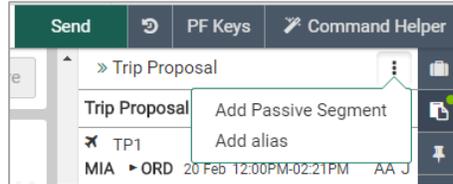
Click on the vertical ellipses to the right of the "Trip Proposal" of each proposed segment to access a menu of actions: Book, Validate Price, Include Rules, or Delete.



The screenshot shows the same sidebar as above, but with a context menu open over the first segment. The menu options are: Book, Validate Price, Include Rules, and Delete. A red circle highlights the vertical ellipsis icon.

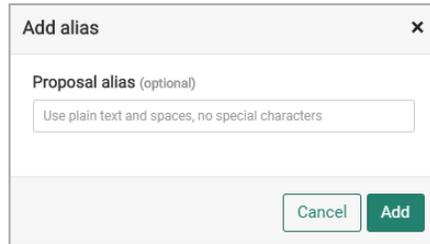
The proposal is currently in progress. The total price for all travelers will be shown for each segment, (TP) number indicates how many travelers are included in the quoted price.

Click on the vertical ellipses to the right of the 'Trip Proposal' header to access two more actions: Add Passive Segment or Add alias.



Add alias: Add an alias or title to the proposal, which will appear on the generated proposal document.

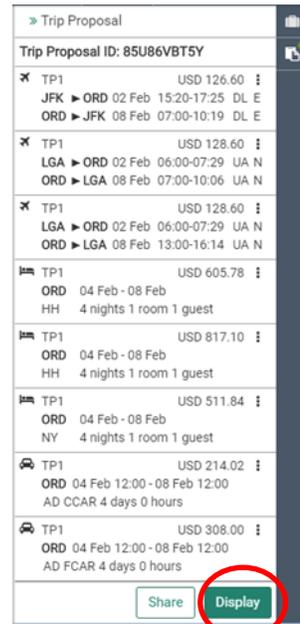
Add Passive segment: this option is explained in the Proposed Display section below.



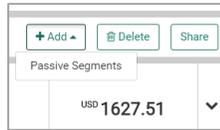
Proposal Display

Click **Display** to open the interactive proposal display, which provides a more detailed view of each segment proposed, as well as actions to modify the proposal.

You can also open the proposal display using the command **TP***.



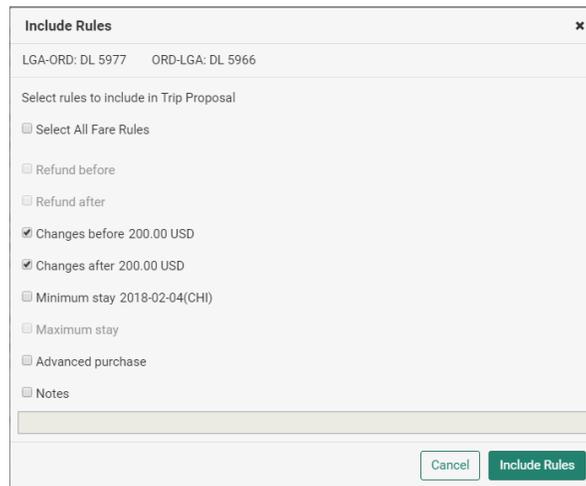
+Add: This button allows you to add a Passive Segment to the proposal. Clicking will prompt a form to appear, where you can enter in Passive Segment information. Once added to the proposal, the Passive Segment will be integrated seamlessly into the proposal document. You have the option to delete the segment or convert it into a booking in the PNR (YK segment). You cannot validate price or include rules.



Delete: Click Delete to remove a segment from the proposal. **Note:** A Cancel button allows you to cancel the delete action.



Include Rules: This button displays a pop-up to select which fare rules to include in the proposal document.



Close Proposal | Format

To Save and Close a proposal, enter the Ignore command into the Command Bar.

Note: If the PNR has not been ended, ignore will also delete any PNR elements currently in progress in that work area without saving the changes.

After you have closed the proposal, you can create a new proposal or open another existing proposal

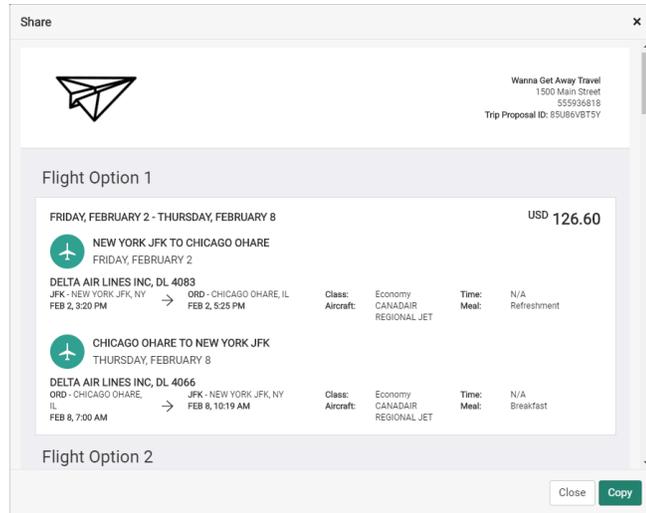
Sharing the Proposal

The Share button is available from the Trip Proposal display, the proposal side panel, and the Proposal module in Command Helper.

Share Proposal

Example

Click **Share** to generate an HTML file containing all segments currently stored in the proposal, which can easily be copied into an email or Word document. (Copy/Paste)



The screenshot shows a 'Share' dialog box with a paper plane icon and contact information for 'Wanna Get Away Travel'. It displays two flight options. Flight Option 1 is a round trip from New York JFK to Chicago O'Hare and back, priced at USD 126.60. The first leg is on Delta Air Lines DL 4083 on Friday, February 2, from 3:20 PM to 5:25 PM. The second leg is on Delta Air Lines DL 4066 on Thursday, February 8, from 7:00 AM to 10:19 AM. Both flights are in Economy class on a Canadair Regional Jet. The dialog includes 'Close' and 'Copy' buttons.

Flight Option	Origin	Destination	Carrier	Flight Number	Class	Aircraft	Time	Meal
Flight Option 1	NEW YORK JFK	CHICAGO OHARE	DELTA AIR LINES INC.	DL 4083	Economy	CANADAJR REGIONAL JET	FEB 2, 3:20 PM - FEB 2, 5:25 PM	N/A Refreshment
Flight Option 2	CHICAGO OHARE	NEW YORK JFK	DELTA AIR LINES INC.	DL 4066	Economy	CANADAJR REGIONAL JET	FEB 8, 7:00 AM - FEB 8, 10:19 AM	N/A Breakfast

Once pasted, the proposal document is editable, allowing you to modify the text or add additional notes before you send it to the potential traveler

Adding Brand Logos through TripCase Connect

Go to connect.tripcase.com.

Log in with your Agent ID/PCC and Password.

Click on Settings > Standard.

Note: To access TripCase Connect, the Agent ID must be assigned SUBMGR and duty code 9

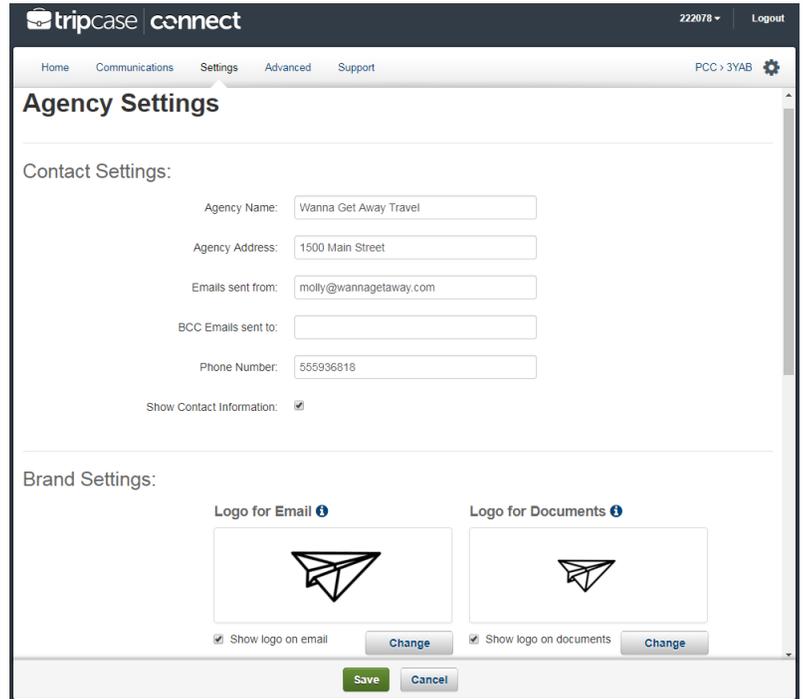
Adding Brand Logos

Example

Fill in the **Contact Settings** information if you would like your agency's contact information to appear in the top righthand corner of the proposal document.

Add your agency's log in the **Logo for Email** box if you would like it to appear in the header and footer of the proposal document.

Additionally, you can choose whether you want to share proposal options in 12 or 24-hour format in **General Settings**



The screenshot displays the 'Agency Settings' page in the TripCase Connect interface. The page is divided into two main sections: 'Contact Settings' and 'Brand Settings'.
Contact Settings: This section includes several input fields: 'Agency Name' (Wanna Get Away Travel), 'Agency Address' (1500 Main Street), 'Emails sent from:' (molly@wannagetaway.com), 'BCC Emails sent to:' (empty), and 'Phone Number' (555936818). There is also a checkbox for 'Show Contact Information' which is checked.
Brand Settings: This section features two logo selection boxes. The first is 'Logo for Email' and the second is 'Logo for Documents'. Both boxes currently display a paper airplane icon. Below each box is a checkbox for 'Show logo on email' and 'Show logo on documents', both of which are checked. Each checkbox has a 'Change' button next to it. At the bottom of the Brand Settings section are 'Save' and 'Cancel' buttons.

Searching for Existing Proposals

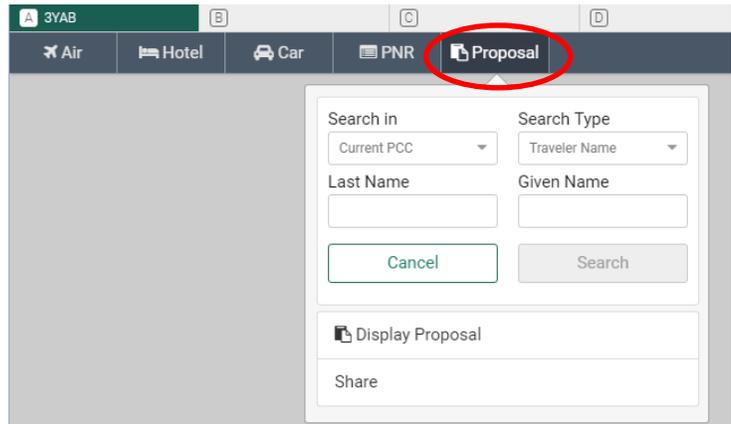
Search for a Proposal

Example

To open a previously created proposal, click on the Proposal module in the Command Helper bar.

You can search for proposals in the current PCC or across All branch PCCs. Search by Traveler Name, Email Address, Phone Number, or Proposal ID.

You can search by partial names or IDs, with a minimum of 2 characters. For example, selecting "Proposal ID" as the Search Type and searching "AB" will produce a list of all Proposal IDs that begin with "AB".



Note: Each proposal is automatically assigned a unique Proposal ID. To search by Traveler Name, Email Address, or Phone Number, you need to attach these elements to the proposal, either by adding them to the PNR or by copying a Profile

Proposals with JONES (6)							
1	Jones, Johnny	FIJTS9MJFZ Sweet trip for summer	No email 2145147777	No PNR 3YAB*AAAS	Created date 18 OCT	>	
2	Jones, Molly	BLS4JHESZI No alias	No email 9998887777	No PNR 3YAB*AMJ	Created date 10 NOV	20 Nov - 27 Nov Chicago - London	>
3	Jones, Molly	GMH6ONUJAK No alias	No email 9998887777	No PNR 3YAB*AMJ	Created date 10 NOV	20 Dec - 25 Dec Dallas - Miami	>
4	Jones, Molly	C8KQVLWHSQ No alias	No email 81734323423	No PNR 3YAB*AMJ	Created date 09 NOV		>
5	Jones, Bob	4USG68G56V No alias	No email 1234567890	No PNR 3YAB*AAAS	Created date 15 NOV	09 Dec Dallas - Los Angeles	>
6	Jones, Molly	Q1NSA8BJFP No alias	No email 9998887777	No PNR 3YAB*AMJ	Created date 19 JAN	19 Feb - 23 Feb Dallas - Seattle	>

In addition to the Proposal ID and PNR information (if applicable), the Trip Proposal search response includes the date the proposal was created and the city pair/travel dates for the first proposed segment in each proposal.

Proposal Storage Lifecycles

- Proposals with no associated PNR are accessible in NSRW for 26 days after the last date of travel on the proposal.
- Proposals with an associated PNR are accessible NSRW for 26 days after the last date of travel on the PNR.
- Proposals with no segments are accessible in NSRW for 26 days after the creation date, or since the last segment was deleted.

Booking Proposed Segments

Book from a Proposal

Once you have located the customer’s proposal, expand the panel of the segment you wish to book and click Book to convert the proposed segment to a booking in the PNR.

1	DL 4083 Delta Air Lines	JFK - New York 02FEB, 15:20	→	ORD - Chicago 02FEB, 17:25	TP1 Class E	USD 126.60	^
	DL 4066 Delta Air Lines	ORD - Chicago 08FEB, 07:00	→	JFK - New York 08FEB, 10:19	TP1 Class E		

JFK-ORD: DL 4083 ORD-JFK: DL 4066

ADT ▾ Refund: No data Exchange: No data Exchange Before: No data Exchange After: No data Refund Before: No data Refund After: No data Min stay: No data Max stay: No data Last Day To Book: No data

From: JFK 02FEB at 3:20PM To: ORD 02FEB at 5:25PM Class: E Meals: Refreshment Equipment: CANADAIR REGIONAL JET Air Miles: 720 E-ticket: YES Baggage Allowance: No free baggage allowance

If you want to make sure the proposed fare or rate is still available prior to booking, click **Validate Price**. A pop-up will appear with the original price and current price of the proposed segment

Validate Price ✕

Original price 23JAN USD 126.60	Current price USD 126.60
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If the originally proposed price is no longer available, Trip Proposal will strike through the price in the display as a warning to the agent. However, price is not strike through in the HTML file generated by the “Share” action described above.

Clicking **Book** will still convert the segment to a booking, if it is available, but at whatever the current price is.

4	 HILTON MIAMI DOWNTOWN 1601 BISCAYNE BLVD, MIAMI FL 33132, US 1-305-374-0000 0004803	Wednesday 20DEC Check-in	 Tuesday 26DEC Check-out	TP1 A01LV8	Room rate USD179.00 per night	SABRE USD 1213.62 approx. total price amount	▼
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Proposal-PNR Relationship

The Proposal-PNR relationship is 1:1 – i.e., once a proposal is created and then a PNR shell is created (or vice versa), the two will be associated in the session, and it is not possible to associate another existing PNR with an existing proposal.

It is possible to book a segment from an existing proposal to an existing PNR by through the following workflow:

- In an empty session (no open proposals or PNRs), open the proposal.
- Open the PNR. You cannot open the PNR prior to opening the proposal.
- Book the desired segment(s).

Qualifications:

- The proposal cannot already be related to another PNR. This means no traveler names, email addresses, or phone numbers can be added to the proposal.
- The PNR cannot already be related to another proposal.