
MACROS

Macros record sequences of keystrokes, allowing frequently used inputs to be made quickly and accurately by pressing the play back keystroke combination, or by right clicking the mouse over the RES windows to display a playback list.

Worldspan Go! has a utility for converting Worldspan for Windows (WfW) Ready Keys to Worldspan Go! Macros.

Personal Macros are saved based on an agent's login password. An agent can have an unlimited number of personal macro files.

Office Macros are a set of commonly recorded keystrokes, stored in a single file, available to all agents with the same SID/Customer Number Group for play back.

Recording Macros

1. Click Tools on the Navigation bar
2. Click Macro Editor to access the Macro Editor
3. Click the Record button
4. Type the Worldspan formats in the Res window(s)
5. Click the Stop button to stop the recording mode
6. Click the Save button
7. Type the name of the Macro key in the File Name field (Replace the asterisk with a file name)
8. Click the Save button

Playback Macro

1. Click the right mouse while the pointer is over the Res window
2. Select Personal or Office Macros
3. Press < Shift (A-Z) > for Personal Macros
Press <Ctrl + Shift (A-Z) > for Office Macros

Macros appear in alphabetical order, if it is assigned to a keystroke. These keystrokes appear on the right hand side of the list. The unmapped Macros must be played back from this list.

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Assign a Macro to a Keystroke

1. Click Tools on the Navigation bar
 2. Click Macro Editor to access the Macro Editor
 3. Click the Assign Keystrokes button
 4. Click in the checkbox next to the desired keystroke
 5. Select the name of the Macro for which the keystroke assignment is being made
 6. Click Open
 7. Click the right mouse button to display a list of keystroke assignments
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Edit an Existing Macro

1. Click Tools on the Navigation bar
 2. Click Macro Editor to access the Macro Editor
 3. Click the Open button
 4. Highlight the name of the Macro
 5. Click the Open button
 6. Click or place the cursor where the correction begins
 7. Type the correction
 8. Click the Save button
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