

Worldspan by Travelport® Ticket Exchange Plus – Go! Script

Overview

Introduction This document contains an overview of the Worldspan by Travelport® Ticket Exchange Plus – Go! script available to users on Worldspan Go! Res.

File name

File (Script) Name	Brief Description
ZG_ExchangePlus	Enables agents to easily exchange a PNR via manual processing or the Rapid Reprice product.

Help Click on the link below to submit a question or issue to the Worldspan Help Desk: <http://globallearningcenter.wspan.com/knowledgecenter/mainframe.htm>.

Overview The Ticket Exchange Plus – Go! script verifies if itinerary qualifies for Rapid Reprice using the host rules and restrictions. If the itinerary does not qualify, the script provides a fill-in format for manual ticket exchanges. The script reads the PNR history for previous ticket numbers and fares so that in most situations these numbers do not have to be typed.

The Rapid Reprice process uses historical data, current fares and rules data to reprice a revised itinerary, displaying a result that automatically includes any additional collection and change/penalty fee amounts.

The manual process handles many of the mathematical calculations that previously had to be done manually. It captures old ticket data from the ETR or document history to populate dialog boxes..It allows for the use of the /DI-field, and if the ticket is not issued at the time the script is run, unique remarks are documented in the PNR 5.Z- with the entries required when filling out the REN notice for ARC.

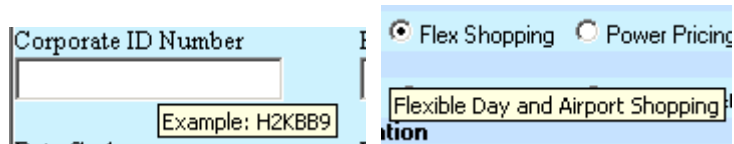
When BSP exchanges are involved, the script uses the manual pricing process to price and store the fare for the new ticket in preparation for the manual exchange.

The script calculates for add collect and refunds and includes penalties when the user has provided the information.

Operating Instructions

Script Conventions

- Go! Res and scripts are designed to operate in a full screen. With the cursor active in the script area, press <F11> to shrink the toolbar at the top of the screen. Then right click on the small icon toolbar and click on auto hide to display Go! Res and scripts as full screen.
- In this Go! Script, mandatory fields are indicated by a red* asterisk. The black ▼ indicates a drop down list is available for applicable choices for the input box or the ability to scroll for more information.
- Many fields are on-click events, which means the user, must click in a field before the field appears as mandatory or takes on other properties (e.g., additional input fields).
- In some cases, tabbing through a form bypasses the mandatory indicator for a field, leaving it blank results in an error (see Errors).
- Most input fields have examples of the requested information in a tool tip. A tool tip quickly appears when the pointer pauses over a button or field (mouse-over).



- Script forms may contain fields with conditions that would disable other fields and/or buttons.
- The Enter key may be used throughout the scripts with the exception of pop-up boxes and the calendar.

Need to Know

Previously, Worldspan Res had provided the capability to pause and resume ScriptPro scripts using the keystroke combinations <Ctrl>W and <Ctrl>R. Worldspan Go! Res cannot retain all the previous default keystrokes due to the browser defaults. The left side (terminal emulator/Go! Res) has retained some of the Worldspan Res keystroke defaults. If the focus is in the terminal emulator/Go! Res side, <Ctrl>W pauses a ScriptPro script and <Ctrl>R resumes a ScriptPro script. The right side of the window (Index/Go! Res scripts) takes on the Browser/Windows keystroke and local macro defaults. HOWEVER, when the focus is in the right side/Go! Script/Index/Tools area, the <Ctrl>R may cause a Microsoft Internet Explorer error and throw the user out of the product or launch a macro, while the <Ctrl>W shuts down the product. It is important to check the focus prior to using keystroke combinations. To move the focus, click on the right or left side.

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Operating Instructions, Continued

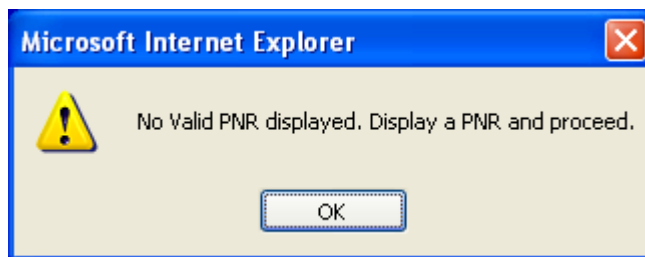
Access

From Worldspan Go! Res:

- Access the script from the Price Tab in the Script Index
 - Select Ticket Exchange Plus – Go! to launch the script
-

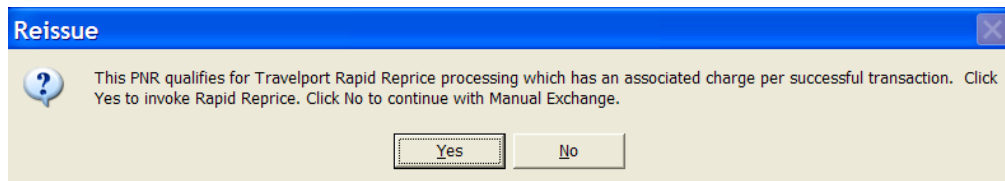
Ticket Exchange Plus

A PNR must be displayed when the script is launched to enable the Ticket Exchange Plus script to proceed. If a PNR is not present, the user will view a dialog box advising a PNR must be displayed and the script will terminate invoking the Script Index.



Ticket Exchange Plus

All users that are enabled to use Rapid Reprice and the PNR qualifies for Rapid Reprice will be provided a choice to continue with Rapid Reprice or to use the manual exchange process.



Continue on next page

Operating Instructions, Continued

Ticket Exchange Plus Rapid Reprice

When a PNR qualifies and the user selects to use Rapid Reprice, the following is the initial screen that appears. The user selects the desired option to Reprice at Current Booked Fare or Rebook Using Low Fare Finder. If desired, the user would also indicate any additional options such as Custom Pricing, Account Code, SecuRate Air, or Non Penalty. The user may also indicate the ticket number if not in the PNR or to use the Ticket Record. Throughout the script, select OK to continue or Exit to terminate the script and return to the Script Index.

The screenshot shows a light blue window titled "Ticket Exchange Plus". Below the title bar is a section header "Rapid Reprice Options". There are two radio button options: "Reprice at Current Booked Fare" (which is selected) and "Reprice and Rebook Using Low Fare Finder". Below this is a section titled "Include Options:" with a horizontal line. Under this line are three input fields: "Custom Pricing", "Specify by Account" (with a checkbox for "Account Code Only"), and "Ticket Number". At the bottom of the "Include Options" section are four checkboxes: "SecuRate Air", "Non Penalty Fares", "Account Code", and "Use Ticket Records". At the very bottom of the window are two buttons: "OK" and "Exit".

Continue on next page

Operating Instructions, Continued

Ticket Exchange Plus Rapid Reprice, cont.

When the user selects Rebook Using Low Fare Finder, applicable options are dynamically displayed for selection.

The screenshot shows a dialog box titled "Ticket Exchange Plus" with a sub-section "Rapid Reprice Options". It contains two radio buttons: "Reprice at Current Booked Fare" (unselected) and "Reprice and Rebook Using Low Fare Finder" (selected). Below this is an "Include Options:" section with a horizontal line. It includes a "Specify by Account" label with an empty text box and an "Account Code Only" checkbox (unchecked). Below that is a "Ticket Number" label with an empty text box. At the bottom left are checkboxes for "SecuRate Air" (unchecked) and "Non Penalty Fares" (unchecked). At the bottom right is an "Account Code" checkbox (unchecked). At the very bottom are "OK" and "Exit" buttons.

Rapid Reprice Process

The script follows the Rapid Reprice process and displays the itinerary from the template for the user to confirm to continue the process. All passengers in the PNR will be processed automatically after completion of each process. Select Confirm to continue with the Rapid Reprice process.

The screenshot shows a screen titled "Ticket Exchange Plus" with a sub-section "REVISED ITINERARY SCREEN - REISSUE TEMPLATE". It displays the following text: "NAME- TEST/PNR*ADT 1/1" and "TKT NBR 0059010772506". Below this is a table with 7 columns: S, X, A/L, FLT/COS DATE, FROM/TO, DPTR, and STATUS. The table contains two rows of data. At the bottom are four buttons: "Confirm", "OldData", "Exit", and "Help".

S	X	A/L	FLT/COS DATE	FROM/TO	DPTR	STATUS
01	0	CO	2522W 13DEC	IAHATL	405P	0
02	0	CO	5521W 18DEC	ATLIAH	1220P	0

Continued on next page

Operating Instructions, Continued

Rapid Reprice Exchange Data

The final screen on the Rapid Reprice process enables any unused PFC taxes, the Original Issue City, commission and new FOP data to be added. Residual Value MCO is applicable when checked (option appears when applicable).

The exchange process enables the user to select Issue Ticket to issue the new ticket and/or select Add Ticket Exchange Remarks and indicate the location preference. These remarks will resemble the layout of the Reissue Notice (REN) so it is easy to follow for manual entry. If Issue ticket is selected, the script will enter a DI line into the PNR and add the exchange remarks when indicated, ER the PNR and display the next screen with the ticketing entry. The user may also append options to the ticketing entry. If only Add Ticket Exchange Remarks is selected, the script will add the remarks and terminate the script.

Select Check to remember the following information for future exchanges when the Ticket/Remark information is used consistently. The saved info will then pre-populate the applicable input fields. These fields can be updated with new info by selecting Check to update and old info will be overwritten. Or change a field for a one time use without selecting Check to update and the old info will still pre-populate next time.

Ticket Exchange Plus

*** EXCHANGE ELEMENT SCREEN - RAPID REPRICE TEMPLATE ***

NAME- TEST/PNR*ADT 1/1
TKT NBR 0059010773551 - - -
ORIG FOP CA ORIG DOCUMENT T0059010773550X

Unused PFC

Original Issue City

Commission Old Ticket USD

Form of Payment

Approval Code

Check to remember the following information for future exchanges.

Issue Ticket

 Ticketing Default Entry EZ

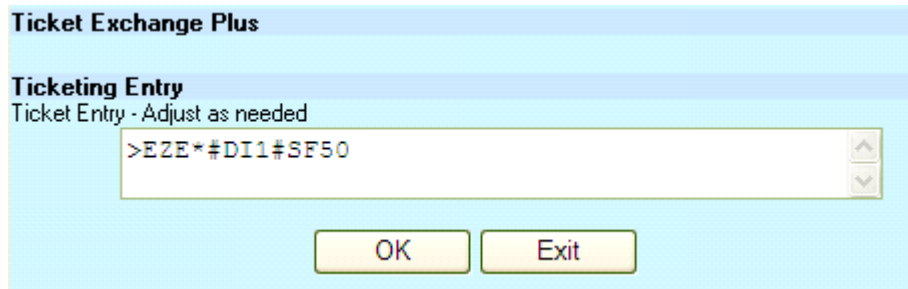
 Append to Ticketing Entry #

Add Ticket Exchange Remarks Remarks Location: 5,

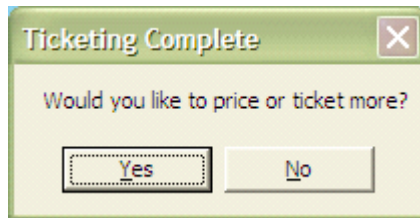
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Operating Instructions, Continued

Ticketing Entry The Ticketing Entry screen displays the ticketing entry in an input field to enable the user to append other options if desired before the script enters the ticketing entry when user selects OK.



Exchange Plus Ticket Now After successfully ticketing, this pop-up appears enabling the user to exchange another ticket or to terminate the script. Select Yes to continue, No to terminate the script.



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Operating Instructions, Continued

Rapid Reprice Add Collect

In the Rapid Reprice process involving an Add Collect, the option to add additional documents is enabled in the Add Docs button.

Ticket Exchange Plus

FINAL RESULTS SCREEN - REISSUE TEMPLATE

FARE DIFFERENCE USD 638.00
CHANGE FEE USD 150.00
TOTAL ADD COLLECT AMOUNT USD 788.00

Buttons: Add Docs, Confirm, Return, Detail, Exit, Help

When selected, the user inputs any other document data to be used toward the exchange. The Doc Type list allows a choice of Ticket, MCO and other and the data will be added in the DI (Document Instruction).

Ticket Exchange Plus

Additional Documents

The Total Add Collect Amount is 788.00

Enter Additional Document Information

Doc Type *	A/L Ticket # *	Ck *	Coupon *	TTL USD *
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

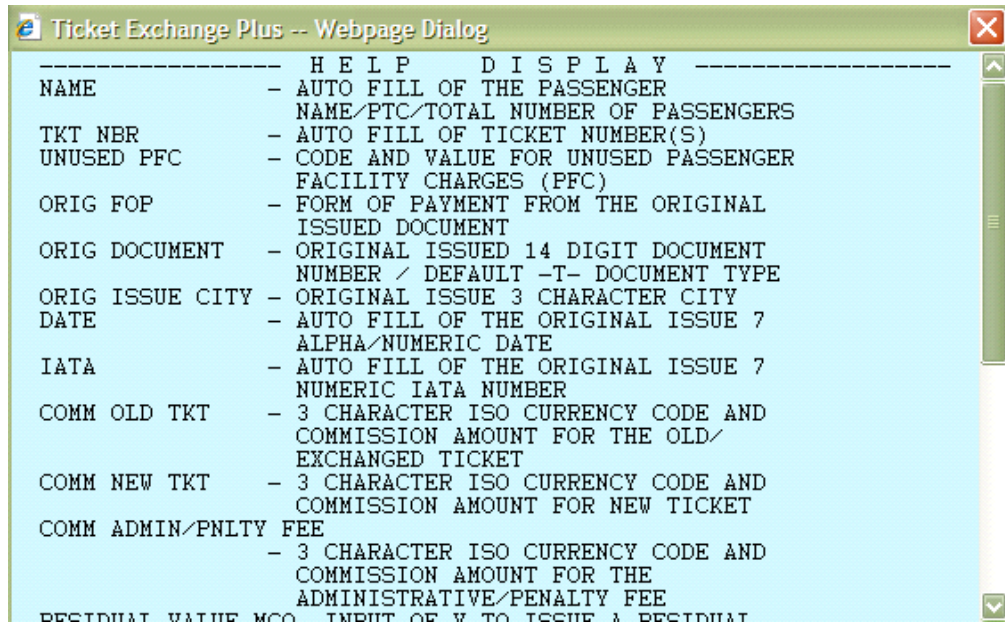
Buttons: Confirm, Return, Exit, Help

Continued on next page

Operating Instructions, Continued

Rapid Reprice Help

Throughout the Rapid Reprice process, a Help button is offered on the right frame. When selected, the applicable Help for the displayed template shall be displayed in a popup enabling the user to understand what they are viewing in the template. Use the scroll bar on the right to view all of the Help. Click on the X in the upper right corner of the popup or on Close at the bottom of the Help display to close the popup and continue with the Rapid Reprice process.



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Operating Instructions, Continued

Ticket Exchange Plus Manual Process

When the PNR does not qualify for the Rapid Reprice process, the exchange data is manually processed. The script will automatically process BSP users through the manual pricing process before continuing with the manual exchange process. This is discussed later in the document.

The following screen enables the user to indicate the line number of the ticket number to exchange from the Document History.

Ticket Exchange Plus

Exchange Document Number:

Ticket found in Document History Ticket not listed in Document History

Enter the line number of the ticket to be exchanged:

Or input a ticket number when it is not listed in Document History.

Ticket Exchange Plus

Exchange Document Number:

Ticket found in Document History Ticket not listed in Document History

Enter Exchange Document Number: Etk

Continued on next page

Operating Instructions, Continued

Manual Process Old and New Ticket Data

The user must verify information which was captured from the ETR or document history and populated in the following screen is correct. If data is not populated, the user must complete the applicable fields. Any addition or changes to amounts are automatically recalculated in the totals. The process advises Even, Refund and Additional Collection.

The Refund enables options for the refund amount to be applied to an Automated MCO, to be forfeited, and to be processed manually. This example reflects Refund Due with Automated MCO and the Process Refund option. Both continue with the Exchange Ticket Numbers screen when OK is selected.

Ticket Exchange Plus

Exchange Fare Information: IT IS THE RESPONSIBILITY OF THE USER TO ENSURE TAXES/TAX CODES ARE ACCURATELY REPORTED. ← Back

Original Base Fare *	USD	723.72	New Base Fare*	USD	509.77
Original Tax 1	US	54.28	New Tax 1	XT	12.50
Original Tax 2	ZP	7.20	New Tax 2	US	38.23
Original Tax 3	XT	12.50	New Tax 3	ZP	7.20
Original Ticket Total*		797.70	New Ticket Total*		567.70

Unused PFC's (XF)

Original Commission New Commission:

Exchange Penalty Amount:

Total Amount Due*: USD 0.00

REFUND DUE

Refund Due*: USD -230.00

Automated MCO Refund
 Forfeit Refund
 Process Refund

Refund with penalty added. User may indicate the penalty must be charged or deducted from the refund due. Penalty deducted from refund recalculates amount due. Penalty must be charged does not change the amount.

Exchange Penalty Amount:

Penalty must be charged.
 Penalty may be deducted from refund.

Total Amount Due*: USD 0.00

REFUND DUE

Refund Due*: USD -180.00

Continued on next page

Operating Instructions, Continued

**Manual Process
Old and New
Ticket Data,
cont.**

This example is the result of a refund with Forfeit Refund selected making it an Even Exchange. This screen continues with the Exchange Ticket Numbers screen when OK is selected.

Ticket Exchange Plus					
Exchange Fare Information: IT IS THE RESPONSIBILITY OF THE USER TO ENSURE TAXES/TAX CODES ARE ACCURATELY REPORTED.					
Original Base Fare *	USD	1084.66	New Base Fare*	USD	233.48
Original Tax 1	US	81.35	New Tax 1	XT	12.50
Original Tax 2	ZP	7.20	New Tax 2	US	17.51
Original Tax 3	XT	12.50	New Tax 3	ZP	7.20
Original Ticket Total*		1185.71	New Ticket Total*		270.69
Unused PFC's (XF)	ATL4.5IAH3				
Original Commission			New Commission:		
Exchange Penalty Amount:					
Total Amount Due*:			USD	0.00	
EVEN EXCHANGE					
OK		Exit			

Even Exchange with a penalty resulting in an Add Collect.

Exchange Penalty Amount:		50.00
Total Amount Due*:	USD	50.00
ADD COLLECT		

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Operating Instructions, Continued

**Manual Process
Old and New
Ticket Data,
cont.**

This example is the result of an Add Collect. This screen continues with the Exchange Ticket Numbers screen when OK is selected.

Ticket Exchange Plus

Exchange Fare Information: IT IS THE RESPONSIBILITY OF THE USER TO ENSURE TAXES/TAX CODES ARE ACCURATELY REPORTED. ← Back

Original Base Fare *	USD	613.96	New Base Fare*	USD	1084.66
Original Tax 1	US	46.04	New Tax 1	XT	12.50
Original Tax 2	ZP	7.20	New Tax 2	US	81.34
Original Tax 3	XT	12.50	New Tax 3	ZP	7.20
Original Ticket Total*		679.70	New Ticket Total*		1185.70

Unused PFC's (XF)

Original Commission New Commission:

Exchange Penalty Amount:

Total Amount Due*:

ADD COLLECT

Add Collect with penalty.

Exchange Penalty Amount:

Total Amount Due*:

ADD COLLECT

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Operating Instructions, Continued

Manual Process Old and New Ticket Data, cont.

This example is the result of an Even Exchnage. This screen continues with the Exchange Ticket Numbers screen when OK is selected.

Ticket Exchange Plus

Exchange Fare Information: IT IS THE RESPONSIBILITY OF THE USER TO ENSURE TAXES/TAX CODES ARE ACCURATELY REPORTED. [←Back](#)

Original Base Fare *	USD	705.12	New Base Fare*	USD	705.12
Original Tax 1	US	52.88	New Tax 1	XT	12.50
Original Tax 2	ZP	7.20	New Tax 2	US	52.88
Original Tax 3	XT	12.50	New Tax 3	ZP	7.20
Original Ticket Total*	777.70		New Ticket Total*	777.70	

Unused PFC's (XF)

Original Commission New Commission:

Exchange Penalty Amount:

Total Amount Due*:

EVEN EXCHANGE

Even Exchange with penalty making it an Add Collect.

Exchange Penalty Amount:

Total Amount Due*:

ADD COLLECT

Continued on next page

Operating Instructions, Continued

Manual Process Exchange Ticket Numbers

The Original Issue information for the ticket number being exchanged displays with the ticket number and most of the original issue data prepopulated. The user indicates the coupons, Document Type, and Original Issue Location. The user has the option to indicate the validating carrier, to select to issue the ticket now or store the exchange data in a DI (Document Instruction), and to add the exchange data in remarks. The remarks will appear in the REN layout and can be stored using any unique remark letter.

Ticket Exchange Plus

Exchange Ticket Number(s) [← Back](#)

Ticket Number	Check Digit*	Coupon(s)*	Document Type *
<input type="text" value="0068605555168"/>	<input type="text" value="6"/>	<input type="text" value="12"/> <input type="button" value="v"/>	<input type="text" value="Ticket"/> <input type="button" value="v"/>

Add another ticket

Original Document Issued (if not the first document exchanged)

<input type="text"/>	<input type="text"/>	<input type="text" value="Ticket"/> <input type="button" value="v"/>
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Original Issue Information

Original Issue Location *	<input type="text" value="ATL"/>
Original Date of Issue *	<input type="text" value="25MAY"/> Year* <input type="text" value="10"/>
IATA Number *	<input type="text" value="1111 167"/>
Original FOP *	<input type="text" value="CCAX"/>
Add Collect FOP	<input type="text" value="CK"/> Approval Code <input type="text"/>
Validating Carrier	<input type="text" value="DL"/>

Check to remember the following information for future exchanges.

Issue Ticket Now Store Ticketing Options in Document Instructions (DI)

Ticketing Default Entry	EZ <input type="text" value="E*"/>
Append to Ticketing Entry	# <input type="text" value="SF50"/>

Add Ticket Exchange Remarks Remarks Location: 5.

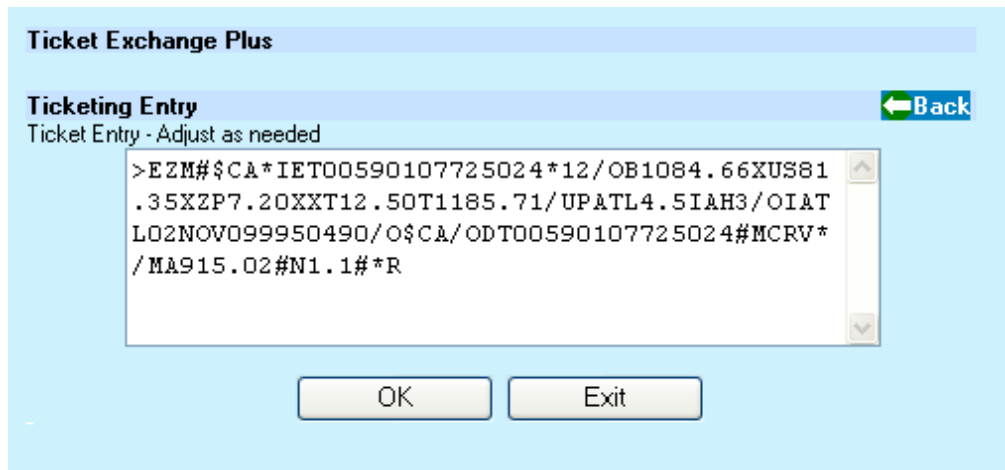
Once the user selects the applicable coupons from the list and either tabs or clicks anywhere in the right frame, the check digit is automatically calculated and shown in a new field on this screen.

Ticket Number	Check Digit	Coupon(s)*	Document Type *
<input type="text" value="0059010773547"/>	<input type="text" value="6"/>	<input type="text" value="12"/> <input type="button" value="v"/>	<input type="text" value="Ticket"/> <input type="button" value="v"/>

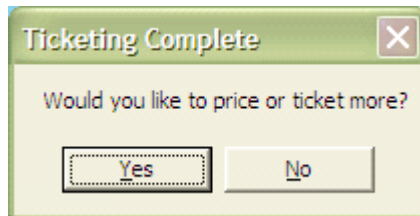
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Operating Instructions, Continued

Manual Process The script displays the ticketing entry to enable the user to add any options
Ticket Entry prior to sending to the host.



After successfully ticketing, this pop-up appears enabling the user to exchange another ticket or to terminate the script. Select Yes to continue, No to terminate the script.



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Operating Instructions, Continued

Ticket Exchange Remarks

When the user elects to add Ticket Exchange Remarks in either the manual or Rapid Reprice process, the script add the remarks to the PNR after the ticket is issued. The remarks appear in a format similar to a REN (Reissue Exchange Notice) so manual completion of a REN is simplified. Any alpha character can be used in the option, but the recommended Z remarks are retained in history.

```
)>*UZ
MZ- 1.**RAPID REPRICE FOR TEST/PNR DONE ON 11/9/2009**
    2. A. TOTAL NEW FARE..797.70
    3. B. BASE OLD FARE... 723.72
    4. C. OLD TAX 1....US 54.28
    5. D. OLD TAX 2....ZP 7.20
    6. E. OLD TAX 3....XT 12.50
    7. F. TOTAL OLD FARE.. 797.70
    8. G. NEW-OLD FARE..0.0.....TTL OLD COMM.
    9. I. TOTAL EXCHANGE..0.0
   10. OLD TKT NUMBER.....0059010773404
   11. UNUSED PFCS.
   12.**REFUND EXCHANGE FOR PASSENGER1.1 DONE ON
   13.A. TOTAL NEW FARE..797.70
   14.B. BASE OLD FARE...797.70
   15.C. OLD TAX 1.... 12.50
   16.D. OLD TAX 2.... 54.28.....TTL NEW COMM.
   17.E. OLD TAX 3.... 7.20
   18.F. TOTAL OLD FARE.....PENALTY COMM....0.00
   19.G. NEW-OLD FARE..50.00.....TTL OLD COMM.
   20.H. PENALTY FEE.....50.00
   21.I. TOTAL EXCHANGE..50.00.....TOTAL COMM.
   22.OLD TKT NUMBER.....12-005-9010773406
   23.UNUSED PFCS.
>
```

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Operating Instructions, Continued

BSP Manual Exchange Process

BSP users must manually price a PNR during the exchange process. When the script determines the PNR does not qualify for Rapid Reprice, it continues with the manual pricing process.

When a ticket number is detected in the PNR, the following screen appears to commence the process. The user indicates the pricing option, document number, segments to price and if taxes are to be calculated. Display DH will display the Document History to help determine the correct line number.

Ticket Exchange Plus

Pricing Option for New Fare:
 Select from the list E Ticket Enter a Pricing Entry

Exchange Document Number:
 Ticket found in Document History Ticket not listed in Document History
Enter the line number of the ticket to be exchanged: 1 Display DH

Select Flights to Price *
 Price All Segments
 Segment Select

Tax Calculation Options:
 Automatically Calculate Taxes Price Using Ticket Records(#TR)
Base on Ticketing Carrier:

OK Exit

Continued on next page

Operating Instructions, Continued

BSP Exchange Pricing Option

The user may select the pricing option for the new ticket from the list below to incorporate ladder and taxes data.

Pricing Option - Used for pre-populating the following boxes:

Exchange Ticket Number(s):
Enter the line number of the ticket to be priced

Select Flights to Price *

*DH

*DH
4P
4PFSR

Display DH

Select Segments

The user may select the radio button for Price all Segments or Segment Select. When Segment Select is indicated, the itinerary shall be displayed in the drop box for the user to highlight the desired segments to price. To select more than one segment, highlight by holding the CTRL key down as you click on each segment.

Select Flights to Price *

Price All Segments

Segment Select

select up to 16 (hold ctrl key)

1 AZ 811Y 25OCT SU TLVFCO HK1 1550 1840 /O \$ J01 E
2 AZ 680Y 25OCT SU FCOEZE HK1 2150 0850 #1/X \$ J01 E
3 AZ 681Y 29OCT TH EZFCO HK1 1525 0720 #1/O \$ J02 E
4 AZ 808Y 30OCT FR FCOTLV HK1 1030 1440 /X \$ J02 E

Tax Calculation Options:

Continue on next page

Operating Instructions, Continued

BSP Exchange Process

The following screen appears with many field prepopulated with data from the PNR. These may be changed as needed. The user must input the segment fares, currency with new Base Fare and Original Base Fare and verify or correct the ladder information. User may add more taxes, indicate paid taxes and select to show US PFC and YP Taxes. The ladder used as it, changed, or cleared by Selecting Clear Fare Calc Information. When entering Original Base, New Base, or a Penalty, the amount due is automatically calculated. Back, in the upper right corner, returns to the previous screen.

Ticket Exchange Plus

Flight Information [← Back](#)

Clear NVB / NVA fields

Seg	Stop	City	Carrier	Flight	Class	Date	Time	Status	FBasis/T-Dsg	NVB	NVA	Bags
1	O	TLV	US	797	Y	23APR	2355	HK	1914.41	23APR	23APR	
		PHL										

Taxes: IT IS THE RESPONSIBILITY OF THE USER TO ENSURE TAXES/TAX CODES ARE ACCURATELY REPORTED.

Tax Code	New Amount		Tax Code	New Amount	
XA	5.00	<input checked="" type="checkbox"/> Paid	XY	7.00	<input checked="" type="checkbox"/> Paid
YC	5.50	<input checked="" type="checkbox"/> Paid	IL	22.99	<input checked="" type="checkbox"/> Paid
US	16.10	<input checked="" type="checkbox"/> Paid			<input type="checkbox"/> Paid

Add More Taxes Mark All Taxes PAID

[Show US PFC and ZP Taxes](#)

New Fare Ladder

TLV US PHL Q196.00
 1775.00NUC 1971.00END
 ROE1.00US

New Fare Calculation* [Clear Fare Calc Information](#)

New Currency and Base Fare*	USD	1971.00	Equivalent Currency Code	
Original Currency and Base Fare*	USD	1971.00	Origin Destination*	TLVPHL
Penalty Code and Amount			Local Currency Code	
Total Amount Due*	USD	0.00		

[Convert Amt Due to Local Currency](#)

Continued on next page

Operating Instructions, Continued

BSP Exchange Add Collect

The screen below has additional information that results in an Add Collect.

Manual Pricing

Flight Information: [← Back](#)

Clear NVB / NVA fields

Seg	Stop	City	Carrier	Flight	Class	Date	Time	Status	FBasis/T-Dsg	NVB	NVA	Bags
1	<input type="text" value="O"/>	TLV	LY	315	K	23NOV	0905	HK	<input type="text" value="KAP1Y1"/>	<input type="text" value="23NOV"/>	<input type="text" value="23NOV"/>	<input type="text" value="20K"/>
2	<input type="text" value="O"/>	LHR	LY	316	Q	30NOV	1430	HK	<input type="text" value="QIPIL"/>	<input type="text" value="30NOV"/>	<input type="text" value="30NOV"/>	<input type="text" value="20K"/>

TLV

Taxes: AGENT IS RESPONSIBLE FOR ACCURACY OF TAXES/CODES

Tax Code	New Amount		Tax Code	New Amount	
IL	<input type="text" value="21.70"/>	<input checked="" type="checkbox"/> Paid	GB	<input type="text" value="65.90"/>	<input checked="" type="checkbox"/> Paid
UB	<input type="text" value="31.00"/>	<input checked="" type="checkbox"/> Paid	AP	<input type="text" value="16.00"/>	<input checked="" type="checkbox"/> Paid

Add More Taxes Mark All Taxes PAID

[Show US PFC and ZP Taxes](#)

New Fare Ladder:

New Fare Calculation*:

 [Clear Fare Calc Information](#)

Original Currency and Base Fare*: USD Equivalent Currency Code:

New Currency and Base Fare*: USD Origin Destination*:

Penalty Amount:

Total Amount Due*: USD Local Currency Code:

[Convert Amt Due to Local Currency](#)

Continued on next page

Operating Instructions, Continued

BSP Exchange Refund

This example indicates a Refund is due and offers the MCO Refund option or to process forfeiting the refund.

Ticket Exchange Plus

Flight Information ← Back

Clear NVB / NVA fields

Seg	Stop	City	Carrier	Flight	Class	Date	Time	Status	FBasis/T-Dsg	NVB	NVA	Bags
1	O	TLV	LY	315	S	23APR	1015	HK		23APR	23APR	

Taxes: IT IS THE RESPONSIBILITY OF THE USER TO ENSURE TAXES/TAX CODES ARE ACCURATELY REPORTED.

Tax Code	New Amount		Tax Code	New Amount
IL	22.99	<input checked="" type="checkbox"/> Paid	AP	8.00

Add More Taxes Mark All Taxes PAID

[Show US PFC and ZP Taxes](#)

New Fare Ladder

New Fare Calculation* [Clear Fare Calc Information](#)

TLV LY LON Q97.00
 512.00NUC609.00END ROE1.00LY

New Currency and Base Fare*	USD	609.00	Equivalent Currency Code	
Original Currency and Base Fare*	USD	1971.00	Origin Destination*	TLVLHR
Penalty Code and Amount			Local Currency Code	
Total Amount Due*	USD	-1362.00		

[Convert Amt Due to Local Currency](#)

REFUND DUE
 MCO Refund
 Forfeit Refund
 Process Refund

Continued on next page

Operating Instructions, Continued

BSP Exchange Currency Tip

In an exchange where the old base and new base are in USD and the refund or add collect is in local currency, the user needs to use the Equivalent Amount. When adding new taxes, enter in the local currency and not USD. Follow steps below for a correct process:

- Run script as normal to the screen where you input the fare base codes and baggage.
- Verify the old and new base are correct.
- Add your Equivalent Currency Code, TAB once or click anywhere in the blue back ground to populate your Local Currency Code.
- Click Convert Amt Due to Local Currency.
- User can change or add new taxes.
- Tab once or click anywhere in the blue screen and your total will be updated.

New Currency and Base Fare*	USD	609.00	Equivalent Currency Code	MXN
Original Currency and Base Fare*	USD	1971.00	Origin Destination*	MEXMEX
Penalty Code and Amount				
Total Amount Due*	MXN	-1362.00	Local Currency Code	MX

[Convert Amt Due to Local Currency](#)

BSP Exchange Ticket Number

When pricing is completed, the user is asked for the line number of the ticket number to exchange. The Document history is displayed in the Res window for reference. There is an option to indicate ticket number is not listed which enables the user to manually input the number.

The screenshot shows the Worldspan software interface. On the left, a list of ticket lines is displayed:

```
1 30APR1523 1P/L39/JF*E1149010682899 I000164
FEINER/JJ*ADT
2 27APR1640 1P/L39/JF*E1149010682898 I000160
FEINER/JJ*ADT
3 23APR1313 1P/L39/JF*E1149010682897 I000156
FEINER/JJ*ADT
4 16APR0831 1P/L39/AA*E1149010682896 I000155
FEINER/JJ*ADT
5 06APR1703 1P/L39/JJ*E1149010682895 I000154
FEINER/JJ*ADT
```

On the right, a 'Manual Pricing' dialog box is open. It contains the following text and controls:

Manual Pricing

Exchange Ticket Number(s):

Enter the line number of the ticket to be exchanged:

Ticket number not listed

OK Exit

Continued on next page

Operating Instructions, Continued

BSP Exchange Ticket Number Result

All fields are prepopulated except optional commission and required validating carrier.

Ticket Exchange Plus

Exchange Ticket Number(s) [← Back](#)

Ticket Number: Check Digit*: Coupon(s)*: Document Type*:

Add another ticket

Original Document Issued (if not the first document exchanged)

Original Issue Information

Original Issue Location*:

Original Date of Issue*: Year*:

IATA Number*:

Original FOP*:

Add Collect FOP: Approval Code:

Validating Carrier:

Check to remember the following information for future exchanges.

Issue Ticket Now Store Ticketing Options in Document Instructions (DI)

Ticketing Default Entry: EZ

Append to Ticketing Entry: #

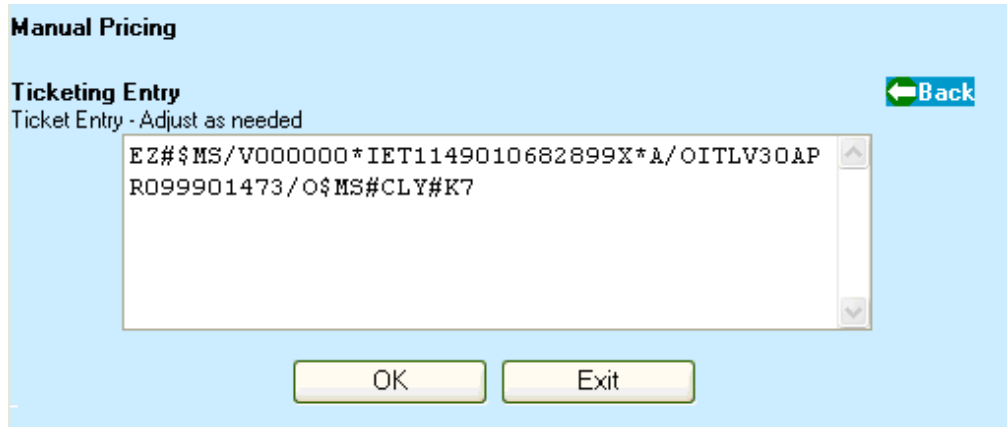
Add Ticket Exchange Remarks Remarks Location: 5,

Continued on next page

Operating Instructions, Continued

BSP Exchange Ticket Entry

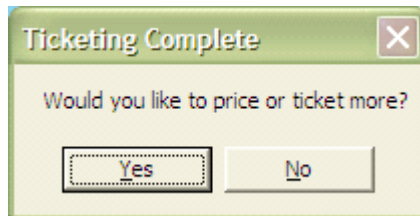
The Ticket entry is shown below providing the opportunity for the user to review or append other options (examples #*R, #A, #BK).



The screenshot shows a dialog box titled "Manual Pricing" with a sub-header "Ticketing Entry" and a "Back" button. Below the sub-header is the text "Ticket Entry - Adjust as needed". A text area contains the following alphanumeric string: "EZ#\$MS/V000000*IET1149010682899X*A/OITLV30AP R099901473/O\$MS#CLY#K7". At the bottom of the dialog are "OK" and "Exit" buttons.

Exchange Process Complete

After successfully ticketing, select Yes in this popup to continue, or No to terminate the script.



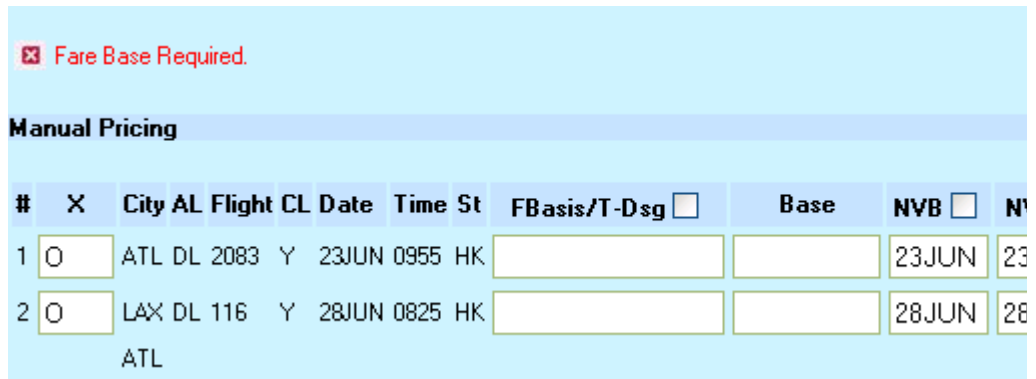
The screenshot shows a dialog box titled "Ticketing Complete" with a close button (X) in the top right corner. The main text asks "Would you like to price or ticket more?". Below the text are two buttons: "Yes" and "No".

Continued on next page

Operating Instructions, Continued

Error

Example of an error, displayed in the top of the right frame.



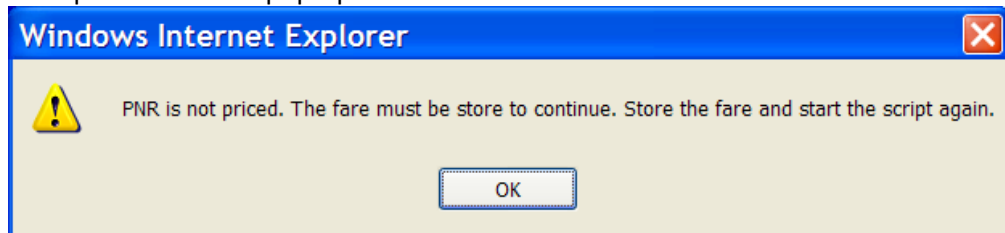
Fare Base Required.

Manual Pricing

#	X	City	AL	Flight	CL	Date	Time	St	FBasis/T-Dsg	Base	NVB	NY
1	<input type="radio"/>	ATL	DL	2083	Y	23JUN	0955	HK	<input type="text"/>	<input type="text"/>	23JUN	23
2	<input type="radio"/>	LAX	DL	116	Y	28JUN	0825	HK	<input type="text"/>	<input type="text"/>	28JUN	28

ATL

Example of error in a pop-up box



Quit

To quit or stop the script, click on the Exit button.

Revisions

5/10 – New script replacing Z4ExPlus / Ticket Exchange Plus. 5/26 update to screen captures dealing with saving Ticket and Remarks information.
