ScriptPro
TripMate Setup Script

Overview

Introduction	This document contains an overview of the Worldspan ScriptPro Script available to users on Worldspan Go! Res.

File name

File (Script) Name	Brief Description
Z4TRPSU.CSL	Automatically guides the user to setup defaults for their agency.

Need Help?	Click on the link below to submit a question or issue to the Worldspan Help Desk: http://www.worldspan.com, then select the Help Desk Support link from the menu on the left.
Overview	This script allows the agency to setup defaults for the entire agency. Defaults include air, ticketing field, fares, frequent flyer, form of payment, phone, address, hotel, car and much more. This will streamline the booking process, increase productivity and all required information would be included in the PNR.

Operating Instructions

Script Conventions

- Mandatory fields are indicated with burgundy text.
- A black arrow pointing down indicates a drop down list is available for applicable choices for the input box, or the ability to scroll for more information.
- Some dialog boxes may contain input fields with conditions that would disable other fields and/or buttons (e.g., selecting a Move option will disable the ability to select specific Rule Categories to view, or leaving a field blank disables other fields pertaining only to that blank field).
- In a list where the choices are Yes or No, leaving the field blank is also No.
- Use the <Tab> key to move in order to each input field. Use <Shift><Tab> to move in reverse order. Or use the mouse to click on the needed input field.
- Some fields contain a "hot key." This is an underlined letter. Pressing the <Alt> key and the underlined letter together will move the cursor directly to that input box.
- The <Enter> key may be used in place of the OK button.

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. Since Go! Res is on the Web, the right side of the window (Index/Go! Res scripts) takes on the Windows keystroke and local macro defaults. The left side (terminal emulator/Go! Res) has retained some of the Worldspan keystroke defaults. If the focus is in the terminal emulator/Res side, <Ctrl>W pauses a ScriptPro script and <Ctrl>R resumes a ScriptPro script. HOWEVER, when the focus is the right side/Go! Script, the <Ctrl>R does nothing or launches a macro and the <Ctrl>W shuts down the application. It is important to check the focus prior to using keystroke combinations. Simply click on the right or left to move the focus.

Operating Instructions, Continued

Access   From Worldspan Go! Res:
- Access the script from the Utilities Tab
- Select TripMate Setup to launch the script

Or:
- Access the ScriptPro menu in Res by pressing <Ctrl>S,
- Type z4trpsu.csl or scroll and highlight
- <Enter>

Main Menu   Select whether you would like the script to walk you through to build a PNR automatically or if you would rather create a PNR manually. If none of the option is checked then while using TripMate script you can choose to book a PNR automatically or manually. Next takes you to the next dialog box, Clear will clear the selection, so you can select again, Help will open the overview document for your assistance. Exit to terminate the script.
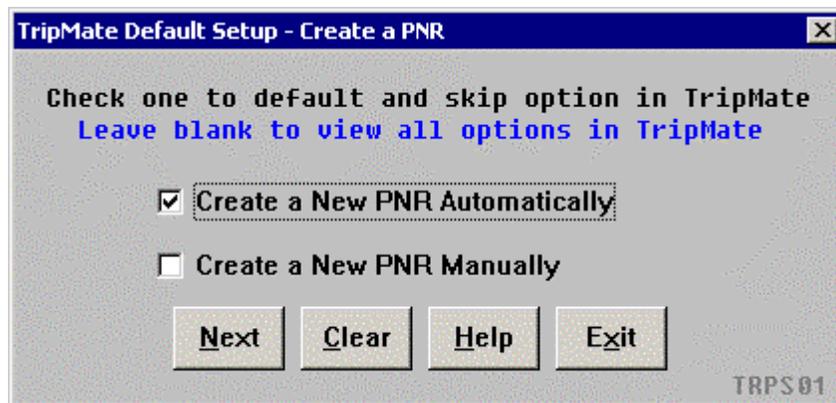
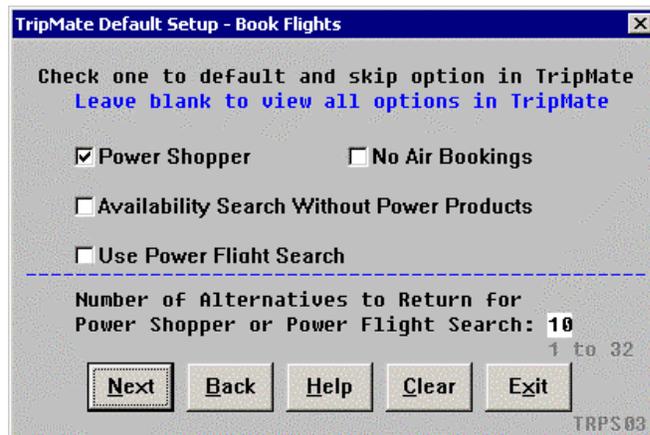# Operating Instructions, Continued

World Files Option

Select the World File option along with the level/line option feature or choose not to use World Files while building a PNR. If you choose one of the options, this dialog box will not be displayed in the TripMate script. The script will know your default, and will give you the option to use World File as suggested in the dialog box.
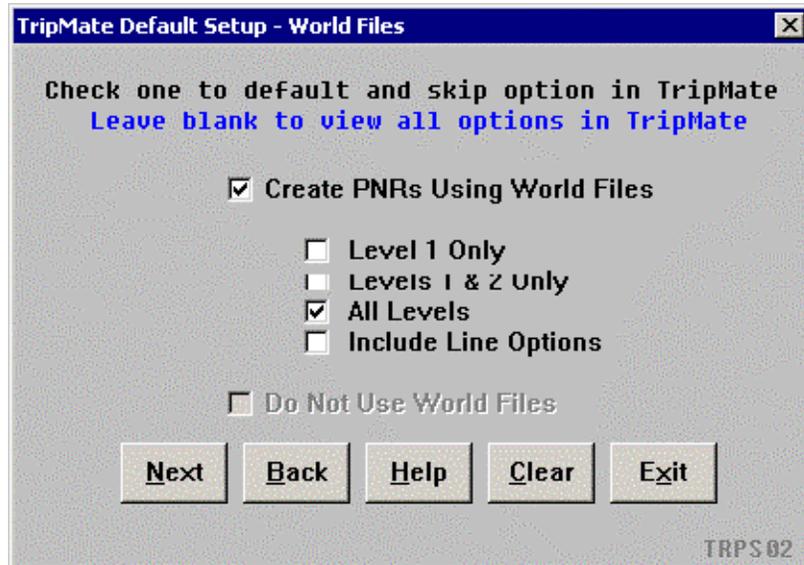
Book Flights – Search option

Choose the method you would like to search for flights and enter the number of alternates that you would like be displayed in case of power shopper and power flight search. Or choose No Air Bookings.
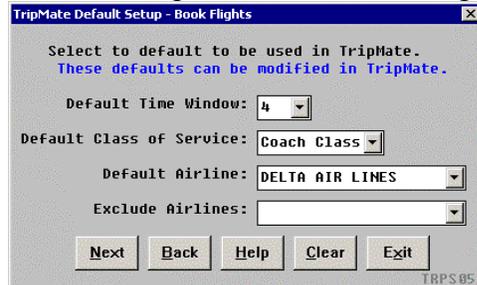
Operating Instructions, Continued

Book Flights –
More Options

The options displayed in this dialog box will help to speed up the flight search option. Also a lot of defaults will be set and won't need to be selected for each and every PNR. This will increase the productivity of the agent. In case of a special case, you can always change the selection while booking the PNR using the TripMate script.
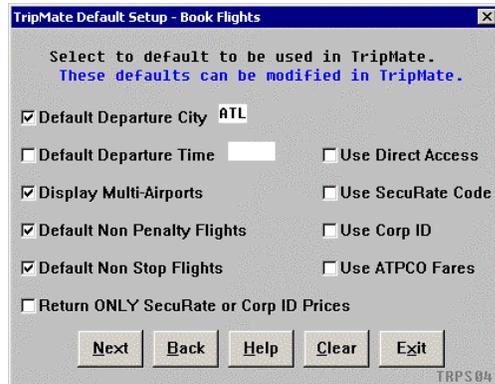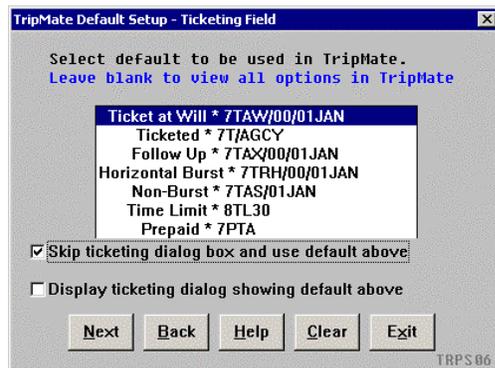

All these options have a drop down list, making it easy for the user to make a selection. The default time window is the number of hours from the given time, the script would search for flights.
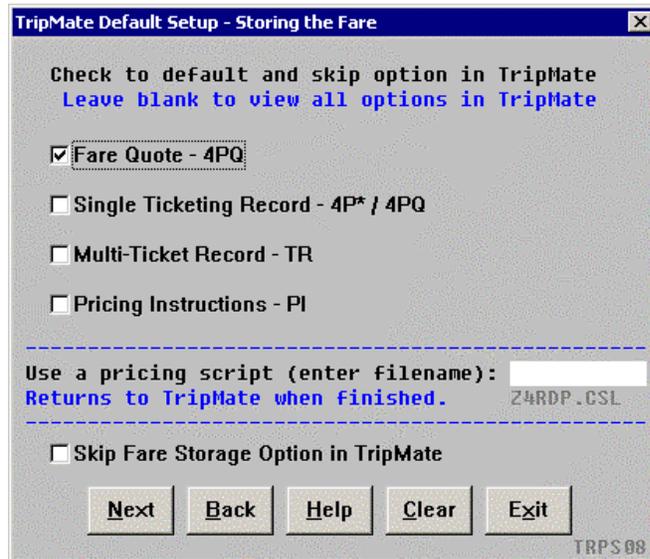

Ticketing Field

Different options are given for the Ticketing Field. Select the default for your agency.

Operating Instructions, Continued

To Store a Fare   Choose one of the options to store the fare, or use any of your agency pricing script by entering the name of the script in the space provided.

```
TripMate Default Setup - Storing the Fare                    ☒

    Check to default and skip option in TripMate
     Leave blank to view all options in TripMate

    ☑ Fare Quote - 4PQ

    ☐ Single Ticketing Record - 4P* / 4PQ

    ☐ Multi-Ticket Record - TR

    ☐ Pricing Instructions - PI

    --------------------------------------------------
    Use a pricing script (enter filename): [        ]
    Returns to TripMate when finished.      Z4RDP.CSL
    --------------------------------------------------
    ☐ Skip Fare Storage Option in TripMate

         [ Next ]  [ Back ]  [ Help ]  [ Clear ]  [ Exit ]

                                              TRPS08
```

Frequent Flyer and Assign Seats   You can choose to the skip the frequent flyer and the assign seat section in your PNR. You may also choose to designate a generic request for seats.
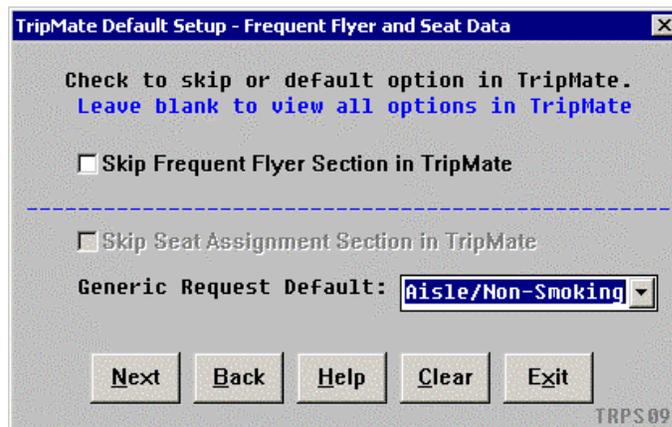
```
TripMate Default Setup - Frequent Flyer and Seat Data        ☒

    Check to skip or default option in TripMate.
     Leave blank to view all options in TripMate

    ☐ Skip Frequent Flyer Section in TripMate

    --------------------------------------------------
    ☐ Skip Seat Assignment Section in TripMate

    Generic Request Default: [Aisle/Non-Smoking ▼]

         [ Next ]  [ Back ]  [ Help ]  [ Clear ]  [ Exit ]

                                              TRPS09
```

Operating Instructions, Continued

Form of Payment   Select one or as many options for form of payment, which your agency uses for Form of Payment.

Hotel Options   Choose the option you would like to book a hotel or you can use another script to book a hotel. Enter the script name in the space provided.
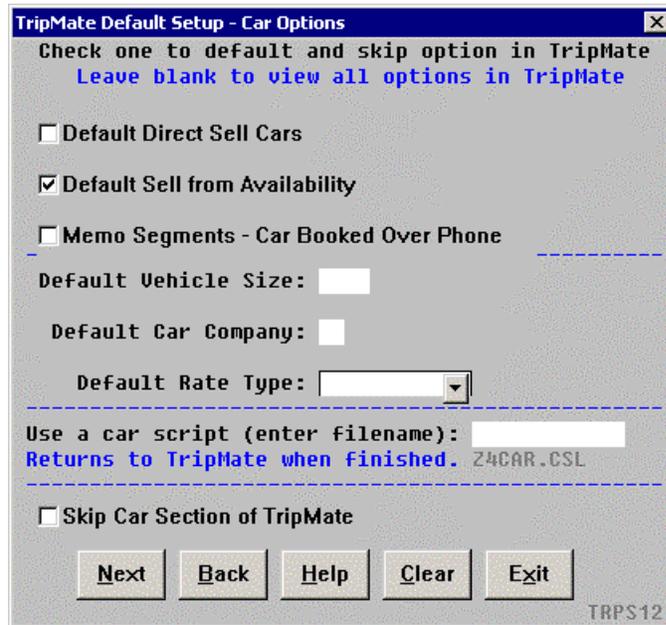
Operating Instructions, Continued

Car Options   Choose the option by which you would like to book a car or use another script to book a car. Enter the script name in the space provided.
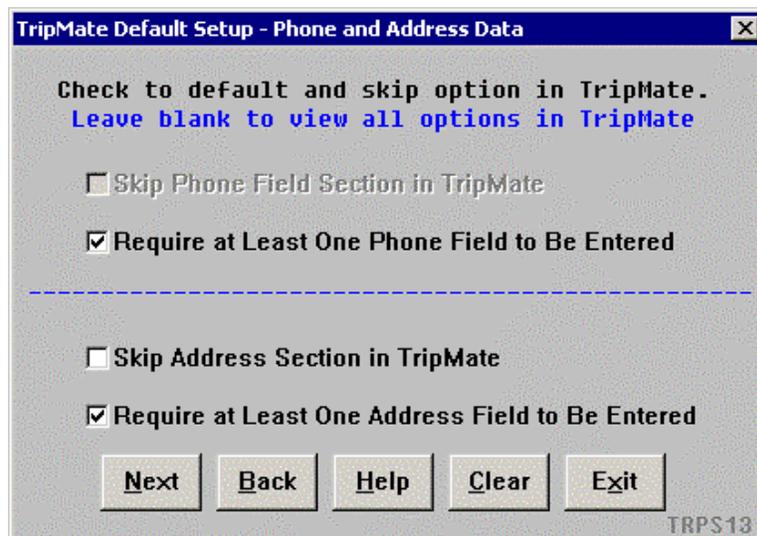
```
┌─────────────────────────────────────────────────────┐
│ TripMate Default Setup - Car Options            [x]  │
│   Check one to default and skip option in TripMate   │
│     Leave blank to view all options in TripMate      │
│                                                       │
│   □ Default Direct Sell Cars                          │
│                                                       │
│   ☑ Default Sell from Availability                    │
│                                                       │
│   □ Memo Segments - Car Booked Over Phone  ───────── │
│   _                                                   │
│   Default Vehicle Size: [    ]                        │
│                                                       │
│    Default Car Company: [  ]                          │
│                                                       │
│      Default Rate Type: [        ▼]                   │
│  ─────────────────────────────────────────────────   │
│  Use a car script (enter filename): [           ]    │
│  Returns to TripMate when finished. Z4CAR.CSL        │
│  ─────────────────────────────────────────────────   │
│   □ Skip Car Section of TripMate                      │
│      ┌──────┐ ┌──────┐ ┌──────┐ ┌──────┐ ┌──────┐    │
│      │ Next │ │ Back │ │ Help │ │Clear │ │ Exit │    │
│      └──────┘ └──────┘ └──────┘ └──────┘ └──────┘    │
│                                            TRPS12     │
└─────────────────────────────────────────────────────┘
```

Phone and Address   Once the address is verified select OK to display the following dialog box. Select Open Naviguide to open the Naviguide browser.

```
┌─────────────────────────────────────────────────────┐
│ TripMate Default Setup - Phone and Address Data [x]  │
│                                                       │
│    Check to default and skip option in TripMate.     │
│     Leave blank to view all options in TripMate      │
│                                                       │
│    □ Skip Phone Field Section in TripMate             │
│                                                       │
│    ☑ Require at Least One Phone Field to Be Entered   │
│                                                       │
│  ─────────────────────────────────────────────────   │
│                                                       │
│    □ Skip Address Section in TripMate                 │
│                                                       │
│    ☑ Require at Least One Address Field to Be Entered │
│      ┌──────┐ ┌──────┐ ┌──────┐ ┌──────┐ ┌──────┐    │
│      │ Next │ │ Back │ │ Help │ │Clear │ │ Exit │    │
│      └──────┘ └──────┘ └──────┘ └──────┘ └──────┘    │
│                                            TRPS13     │
└─────────────────────────────────────────────────────┘
```

Operating Instructions, Continued

Remarks Field   User can choose to add various remarks to the PNR. Select as many as remarks as required by the agency.

```
TripMate Default Setup - Remarks Data                      ☒

              Check one or more to default and
                  skip option in TripMate.
         Leave blank to view all options in TripMate

    ☑ Client Code               ☑ Itinerary Remarks 5RM-

    ☐ Divider Card Remarks      ☑ Pocket Remarks 5PK-

    ☐ Endorsement Remarks       ☐ Segment Associated Remarks

    ☐ Frequent Flyer            ☐ Special Service Remarks

    ☐ General Remarks           ☑ IT Number

    ☐ Invoice Remarks 5IR-      ☐ Unique Remarks
    ------------------------------------------------------
    ☐ Skip Remarks Section in TripMate

         Next    Back    Help    Clear    Exit

                                                   TRPS14
```

Commission   Commission field can be skipped while building a PNR. User can also choose to display the commission dialog for all bookings.

```
TripMate Default Setup - Commission                        ☒

       Select default(s) and skip option(s) in TripMate.
          Leave blank to view all options in TripMate

           ☑ Do Not Enter Commission in PNRs (skip)

           ☐ Script to verify Commission Caps

       ----------------------------------------------------
          Enter a Default Commission:
       Percent: [    ▼]    Plus/Or $ [        ]

              Capped at $ [    ▼]

       ----------------------------------------------------
       ☐ Skip commission dialog box and use default above

       ☐ Display commission dialog showing default above

         Next    Back    Help    Clear    Exit

                                                   TRPS15
```

Operating Instructions, Continued

End the Reservation

Choose any one of the options you would like to End the PNR. Default queue and category can also be specified for ticketing.
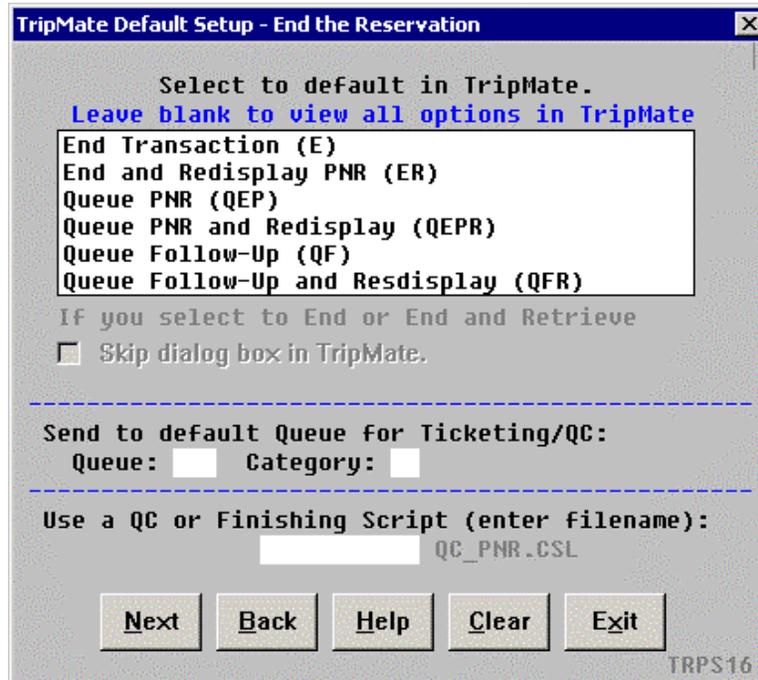
Quit

To quit or stop the script, either select the Exit Button or Script Index.

Revisions

7/02 – New Script.
1/05 – Removed reference to WfW.