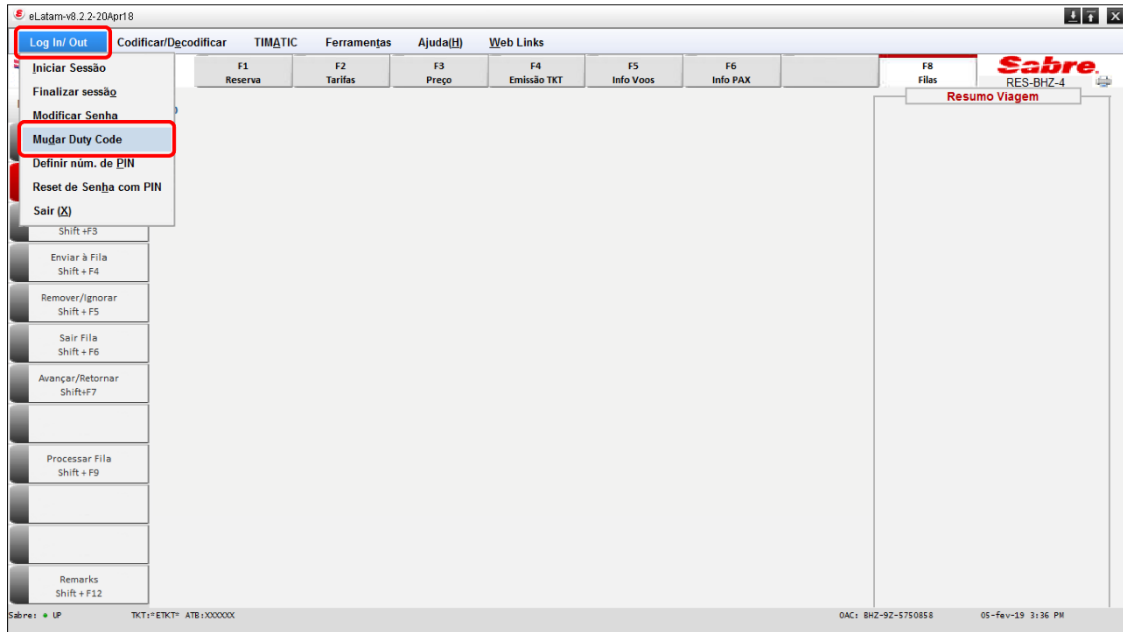


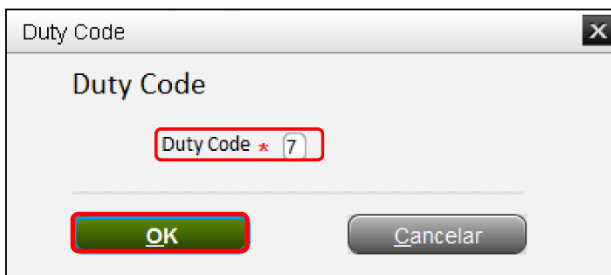


Duty Code change

1st Select “Log In/Out” and then click “Change Duty Code”, and select the command “Atl + F3”:



2nd Insert the number 7 in the field referring to the Duty Code and click “OK”:



PNR transfer

To transfer a PNR, change the Duty Code to 7.

1st Open the reservation;

2nd Select the command “CTRL + E”;

3rd In the “Received from:” field, enter the command “**TA/AAA-AAA-AC**”,
where:

1st AAA: destination OAC city

2nd AAA: repeats the destination OAC city

3rd AC: Account Code

4th Select “Transfer PNR” and click “OK”;

Fim da Transação

Recebido de: * TA/AJU-AJU-0T

Emitir Agora

Reexibir PNR

E-mail

Alta Prioridade

Endereço Linha# ou Sequência: -

Nome # ou Sequência: -

Fila

Cidade Fila: Fila #: Código Instrução:

Transferir PNR

Modificar prazo da reserva (L)

Deixar em branco para finalizar

OK Cancelar

1st Observe in the field "Received from" the address to which the PNR was transferred (highlighted):

The screenshot displays the Sabre Airlines reservation system interface. The main window is titled "Reserva - YKDEEG". The interface includes a sidebar on the left with various reservation management options. The main content area is divided into several sections:

- Nome:** 1.1 - BATISTA/CARLOS
- Itinerário:** A table showing flight details for LA 3787 O GRU - NAT on 15 FEB, with a fare of 5125-5339 and a class of 0 H301 E.
- Emissão / Preço:** Price Quote 1: ADT@470.99BRL+76.82BRL(taxes/fee/charges)=547.82BRL-FB-DETMBN1. Total: 470.99BRL+76.82BRL(tax)=547.82.
- Contato/Endereço/Informação:** GRU5703630.
- Recebido de:** TA/AJU-AJU-OT on 01FEB16 at 1231:AAHGRU; JJ GRU 08 5703638. This field is highlighted with a red box.

At the bottom of the interface, there are buttons for "OK", "Bônus PNR", "Max...", "PNR clássico", "Detalhes Bagagem", and "Cancelar".

Good sales!

Created on 03/01/2019.
Manual subject to change without notice.