

EMPLOYEE TRAVEL MANAGEMENT SYSTEM



Building Modern Enterprises



Employee Travel Application

Welcome
Ms MAYDA ESTELA HO CHONG
Employee No : 02435
Hire Date : 31-Aug-2001



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Round Trip
 One Way
 Multi City

From*
 Departure*

To*
 Return*



Number of passenger(s) travelling

Secure Flight Information

No	Beneficiary Type	Beneficiary Name	Passenger Type	Ticket Type	Available Ticket	Special Request	Passport Name	Date of Birth	Gender
1	Select								

[Consult Flight](#)



Module wise functions

Profile View

- Detailed HR information are captured from HR database
- Beneficiary types allowed and Name of the beneficiaries are depicted
- Permissible, Used, Available Tickets for each ticket type and other information are captured from business rules set by the Administrator

Vacation Trip

- Shows detailed Itinerary information
- Shows detailed passenger information, which will be recorded on the ticket
- Provides different forms of payment. Payment gateway integration is present
- Book a PNR and Ticketing is done by clicking on Finalize Booking button
- Shows available flights for source to destination and vice versa for round trips
- Selection of a flight shows fare and tax information and detailed flight information
- Smiley expression(customizable) is defined upon Load factor, displayed as a mouse tool tip
- Shows the complete ticket and prompts the beneficiary about trip confirmation
- Complete ticket can be sent via email
- Provides direct ticket printing facility
- Additional terms and condition for travel is provided on the ticket

Business Trip

Company Business Travel Ticketing automates the business travel process for online employee travel; Provides airlines with complete control over business travel eligibility and authorization
Employee can travel only with this ticket type on business

Special Ticket

- Special Ticket enables the organization to arrange hassle free travel for their special guests. Passenger information is filled up manually.
- Multi city Flight details under special ticket
- Break down on Tax information
- Detailed Itinerary details for multi city travel
- Payment method is cost-centric only
- Ticketing is done only after getting approval from his/her senior. An email is sent automatically to the approver

Booking Management

- Allows an user to manage all the ticket booking requests
- Requesting Employee View and Actions
- An Employee can view all pending requests
- Pending requests can be sent to secondary approver
- Approver View and Actions
 - Cancellation of a booking
 - Refund is done post approval
 - Ticketing request can be Accepted or Rejected
 - Ticketing will be done automatically after Approval

Configurable Rule Engine

- The system contains an advanced rule engine which enables an airlines to set or edit different business rules for travel.
- Rule Engine can be edited with administrative privilege only.
This rich rule engine drives the entire business logic of the application by just a few steps
- Allows an user to add/Edit beneficiary type under a benefit plan.
- Add/edit ticket types under a benefit type.