

Air Travel Settings

To access Air Travel Settings, use the following path:

Corporate Site → Edit Travel Group → Air Travel Settings on the left side

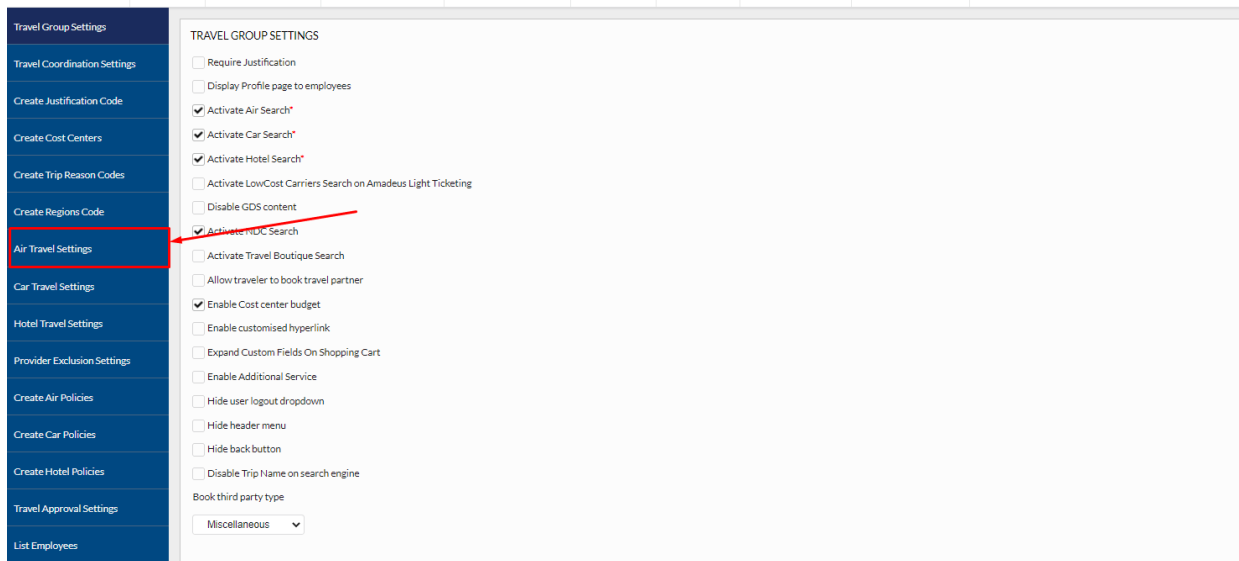


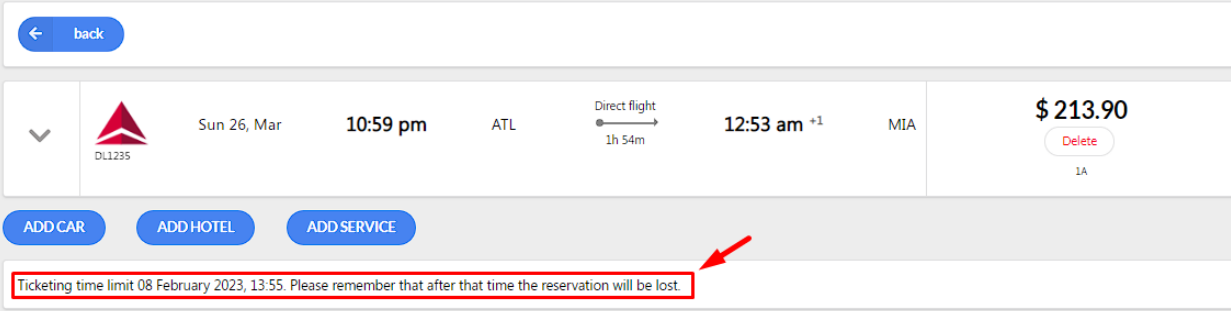
Image No.1 Air Travel Settings

In the following lines, you will find references for all available settings within this part of the travel group options for all corporations:

Setting Name	Description
--------------	-------------

Show availability starting from	Allows you to specify the starting date of flight availability.
Show availability up to	Specify the number of days up to which the availability will be presented.
Round trip option	Toggle to have or disable Round-trip (Circle trip) as an option for booking.
Oneway combinable search	Toggle to have or disable One-way combinable search as an option for booking.
Search round trip instead of one-way combinable for routes not defined in a matrix display	It functions only if Matrix Display is set up. If activated, flight searches will look for round-trips instead of one-way combinable for the routes that you did not define in the matrix display management.
Show only private fares when flight(s) returns both published and private fares	<p>Toggle to display only private fares for flights that return both published and private fares as search results.</p> <p>If activated, note that the system will return private fares only under the following conditions:</p> <ul style="list-style-type: none"> - If private is cheaper than published - If private and published have the same price - If private is more expensive than published
Round trip and one-way combinable (40 percent round trip, 30 percent inbound, 30 percent outbound)	Enable this option if you want the booking engine to display both round-trip and one-way combinable with the rule of returning 40% of results will be round-trip, 30% will be inbound, and 30% outbound flights.
Allowed Cabin Classes	Gives you the option to enable/disable the following cabin classes from appearing in the flight search results: Economy, Premium Economy, Business, First.
Display advanced Air search features	<p>Specify if you allow travelers to be able to use advanced search functionality while looking for flights.</p> <p>On the travel group level, the administrator can set default values for all fields that we have in advanced air search:</p>

	<p>Default cabin preference, Default preferred airline (1-3) When a traveler or coordinator logs in to create a booking, advanced air search features will already be filled with the information specified in this option but, of course, just as a default value, travelers and coordinators can change that in the engine at any time if required.</p> <p>"Display baggage filter", if enabled, travelers will have a drop-down "Baggage selection" filter in the advanced options.</p> <p>"Display ability to choose content source (GDS, NDC, LCC)", if enabled, travelers will have a drop-down which will let them choose where the content they want to see will come from, they can choose to see only GDS content or NDC content filtering out every other source.</p> <p>"Display ability to specify Fare Types", if enabled, this option will let the Traveler choose if they want to see only Corporate, Private or Published fares.</p> <p>Once there, travelers and coordinators can pick between "Select" which will return all fares, "Baggage included" which will return only fares that have baggage, and "Baggage not included" which will return fares that don't have baggage.</p>
Flight Type	<p>Choose between Non-stop flights and All flight types, to be set in the engine by default.</p> <p>A non-stop flight is a type of flight that operates without making any intermediate stops between the departure and destination points.</p>
Prevent bookings x hours prior to flight departure	<p>An optional setting that allows you to specify values between 0 to 24. The default value is 0. This option only applies to flights that depart from "x" hours from the present moment.</p> <p>If Administrators enter any value in this setting, the system will act according to the following principle:</p>

	<p>- No changes in the fare search process</p> <p>- When the user selects a flight to put in the shopping cart, the system will compare the current date/time with the flight departure date/time if that time difference is lower or equal to the time set in the system; it will not allow putting that flight in the shopping cart and instead, an error message will say: "Agency does not allow bookings less than x hours prior to the flight departure. For urgent assistance please contact the agency directly." (where "x" is the time specified by the administrators in air settings).</p>
<p>Display ticketing time limit on the shopping cart</p>	<p>If enabled, the ticketing time limit will be displayed while the selected flight is in the shopping cart:</p> <p>Example:</p>  <p style="text-align: center;">Image No.2 Ticketing time limit search result example</p>
<p>Display Air Provider Info</p>	<p>Activating this option will show either the full name or just a code of the flight's provider right below the price in both search results and the shopping cart.</p> <p>Note that this option applies to all GDS systems, NDC providers, and to every 3rd party integration as well as low-cost flight providers.</p> <p>An example of how it's being displayed with alpha-numeric codes or full names for various flight providers within the flight's search result frame follows;</p> <p style="text-align: center;">Amadeus (1A):</p>


Flight Details							Economy	First
 AA305	Sun 19, Mar	8:13 pm	MIA	Direct flight 6h 46m	11:59 pm	SEA	\$ 458.90 Price per adult	\$ 1,034.90 Price per adult
More details							1A	1A

Image No.3 Amadeus Air provider info example

Lufthansa NDC (LufthansaGroup):


	Sub. 22, Apr.	05:55	DUB	1 stop (FRA) 8h 19m	15:14	ZMB	13.586,00 RSD LufthansaGroup
More details							

Image No.4 Lufthansa NDC Air provider info example

Lift (AeroCRS)


	Sun 19, Mar	08:00	JNB	Direct flight 2h 10m	10:10	CPT	R 1,285.00 Price per adult	R 3,670.00 Price per adult
More details							AeroCrs	AeroCrs

Image No.5 Lift (AeroCRS) provider info example

(TravelFusion) as a direct connect provider of various airlines:

Wizz Air
 Fri 28, Jul
 6:25 pm
 BEG
 Direct flight
 2h 20m
 8:45 pm
 CPH
 \$128.40
 TravelFusion

[More details](#)

Image No.6 TravelFusion provider info example

Activating this option will display the Office ID, PCC, or NDC that is being used for providing the search result.

Example of Thomalex's Amadeus testing Office ID:

Flight Details		Economy	Premium	First				
	Ned. 26, Feb. DL1404	6:00	MIA	Direct flight 1h 53m	7:53 ATL	\$68.90	\$158.90	
More details		1A - MIA1521AV	1A - MIA1521AV					

Image No.7 Office ID display indicator

If enabled, the flight number will be displayed in the flight's search result frame.

Example:

Flight Details		Economy	Premium	First				
	Ned. 26, Feb. DL1404	6:00	MIA	Direct flight 1h 53m	7:53 ATL	\$68.90	\$158.90	
More details		1A - MIA1521AV	1A - MIA1521AV					

Image No.8 Flight Number Display example

Disable seat map | If activated, the seat map assignment option will be disabled in the shopping cart.

Display payment by pax	When this option is enabled the pricing will be displayed for one adult passenger. In the flight's search result details, you can find the total price for all passengers while hovering over, children included.
Display shopping cart confirmation popup	Enabling this option will activate the confirmation popup that will show each time the "Add to shopping cart" button is clicked.
Display only changeable fare	Activating this option will only show flight results that are consisting of changeable fares.
Check for duplicated reservation	If enabled the alert will show each time the passenger attempts to add a duplicated search result in the shopping cart, such as the same flight.
Enable flexible date search	<p>Activating this option will enable the ability to search with a rule of +/- 3 days for both departure and destination.</p> <p>Upon selecting the destination, departure, and dates, and initiating the search; the calendar flexible date view will be presented.</p> <p>Note that this option can be used for both one-way and round-trip flight results.</p> <p>Example:</p>

← back		Miami, US To Atlanta, US -03/18/2023 Atlanta, US To Miami, US -03/25/2023						Modify Search	
Departure 03/15/2023	Return Date 03/22/2023	Return Date 03/23/2023	Return Date 03/24/2023	Return Date 03/25/2023	Return Date 03/26/2023	Return Date 03/27/2023	Return Date 03/28/2023		
	\$ 261.80 Price per adult	\$ 322.79 Price per adult	\$ 349.80 Price per adult	\$ 414.79 Price per adult	\$ 349.80 Price per adult	\$ 297.80 Price per adult	\$ 257.80 Price per adult		
	American Airlines	American Airlines	American Airlines	American Airlines	American Airlines	American Airlines	American Airlines		
Departure 03/16/2023	Return Date 03/22/2023	Return Date 03/23/2023	Return Date 03/24/2023	Return Date 03/25/2023	Return Date 03/26/2023	Return Date 03/27/2023	Return Date 03/28/2023		
	\$ 261.80 Price per adult	\$ 322.79 Price per adult	\$ 349.80 Price per adult	\$ 414.79 Price per adult	\$ 349.80 Price per adult	\$ 297.80 Price per adult	\$ 257.80 Price per adult		
	American Airlines	American Airlines	American Airlines	American Airlines	American Airlines	American Airlines	American Airlines		
Departure 03/17/2023	Return Date 03/22/2023	Return Date 03/23/2023	Return Date 03/24/2023	Return Date 03/25/2023	Return Date 03/26/2023	Return Date 03/27/2023	Return Date 03/28/2023		
	\$ 326.79 Price per adult	\$ 387.80 Price per adult	\$ 414.80 Price per adult	\$ 479.80 Price per adult	\$ 414.80 Price per adult	\$ 362.79 Price per adult	\$ 322.79 Price per adult		
	American Airlines	American Airlines	American Airlines	American Airlines	American Airlines	American Airlines	American Airlines		
Departure 03/18/2023	Return Date 03/22/2023	Return Date 03/23/2023	Return Date 03/24/2023	Return Date 03/25/2023	Return Date 03/26/2023	Return Date 03/27/2023	Return Date 03/28/2023		
	\$ 326.79 Price per adult	\$ 422.80 Price per adult	\$ 449.80 Price per adult	\$ 514.80 Price per adult	\$ 449.80 Price per adult	\$ 362.79 Price per adult	\$ 322.79 Price per adult		
	American Airlines	American Airlines	American Airlines	American Airlines	American Airlines	American Airlines	American Airlines		

Image No.9 Flexible-date search example

Hide Modify search button

If enabled, the button to modify flight search results will be removed.

Price with FXB when FXP return Unable To Sell

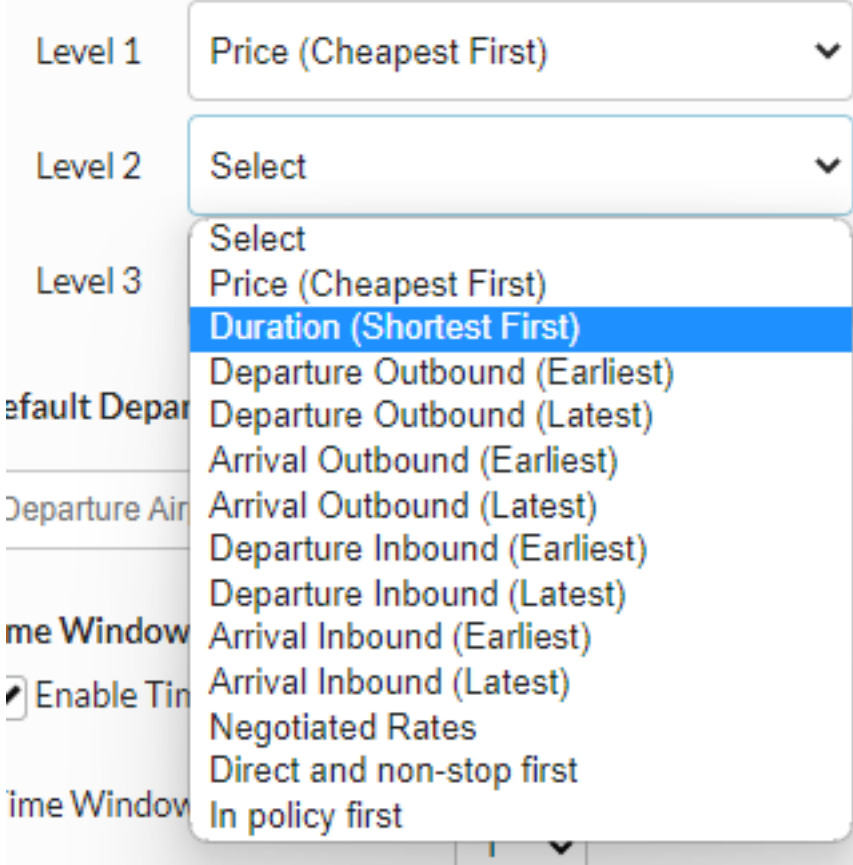
Amadeus-related option.

In case an attempt to price with the FXP entry returns the "Unable to Sell" error, the FXB rate entry will be attempted.

The "Choose an airline" field below the option will allow you to specify the airlines to which this rule will be applied.

Allow flights	Select which flight type will be allowed to be searched. By default, all three options; One-way, Round-trip and Multi-destination will be enabled.
One-way combinable reprice	Allows you to toggle between two possibilities for one-way combinable repricing: "As cheapest possible" or "In same classes of service"
Fare type	Specify which fare types will be allowed to be shown in flight results. By default, all three available types are enabled: Private, Published, and Corporate.
Display Policy	Select from three possible options to display flight results according to established Air Travel Policies. The available options are: Display all options - Will display all flight results regardless of being in or out of policy. Display only in policy - Will display only flight results that are "In policy". Display out of policy only if in policy is not available - Will display flight results that are out of policy since no "In policy" flight results are able to be provided.
Travel Approval	Allows you to select between three possible rules for air travel approval requirements that will be applied to all members of the travel group. Three possible options are: Never needs Approval - No approval will be required for completing air reservations. Always needs Approval - Creates an imperative that all flight reservations will require approval. Approval is only needed when booking is out of policy - Sets a rule that the approval is required only for the flight results that are "Out of policy".

Travel Notifications	<p>Specify whether Air travel notifications such as booking confirmations or cancelations will be sent to passengers.</p> <p>There's an option to toggle between "Always needs Notifications" and "Never needs Notifications".</p>
Maximum Number of Multi Destinations	<p>Set the maximum number of legs that can be used for multi-destination flight requests.</p> <p>Options range from 3 to 6.</p>
Sort Flight Results By	<p>Allows you to specify the three levels of flight result sorting.</p> <p>By default, only the first level will be set with the rule "Price (Cheapest First)"</p> <p>Other available rules are:</p>

	 <p style="text-align: right;">Image No.10 Flight Result Sorting</p> <p style="text-align: center;">Options</p>
Default Departure Location Airport/City	Set the default departure city or airport in the "Departure Airport or City" field that will be set by default as "Departure" any time someone initiates a flight search.
Time Window	<p>If enabled, the time window will be added to the booking tool.</p> <p>The time window allows you to specify the time values more precisely before initiating a flight request.</p>

Once the "Enable Time Window" option is ticked, the four new options will appear.

Time Window Start - Allows you to specify the start value that will be used by default.
Options range from 1 to 12.

Time Window Default - Allows you to specify the default time value to be used each time.
Options range from 1 to 12.

Outbound Flight Default Time - Allows you to specify the default time value for any outbound flight request.
Options range from "Anytime" to any time value with the rule 12hour AM/PM format"

Inbound Flight Default Time - Allows you to specify the default time value for any inbound flight request.
Options range from "Anytime" to any time value with the rule 12hour AM/PM format"

An example of a time window enabled:

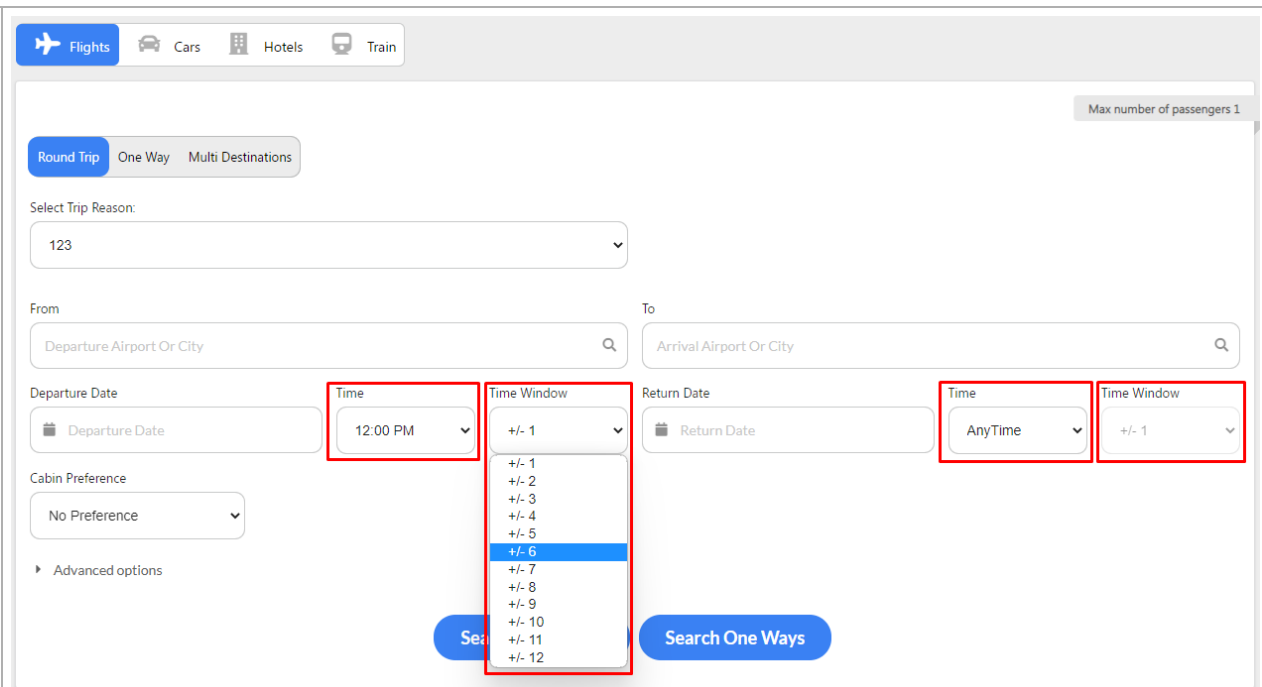


Image No.11 Example of Time Window options on the booking tool

Corporate Negotiated Fare Codes

Part of Air Travel Settings where negotiated fare codes are entered and their rate labels specified.

A universal indicator for a corporate or private fare is a star icon (★).

Each Travel Group can have up to eight negotiated fare codes.

An example of negotiated fare codes and rate labels in the search results:

The screenshot displays three flight options from Manila (MNL) to Kuala Lumpur (KUL) on Friday, April 7th. Each option includes a 'More details' button, a fare code, a price, and a label. Red annotations highlight specific elements:

- Option 1:** Airline MH807, departure 12:50, arrival 16:50 (4h 00m). Fare code: P 8,505.00 (1A - [redacted]). Label: (Private). A red box highlights the label, with an arrow pointing to it from the text 'Indicator of a private fare'.
- Option 2:** Airline PR525, departure 07:20, arrival 11:15 (3h 55m). Fare code: P 8,724.00 (1A - [redacted]). Label: [redacted] Corporate Fare. A red box highlights the label, with an arrow pointing to it from the text 'Rate label'.
- Option 3:** Airline PR529, departure 21:15, arrival 01:10 +1 (3h 55m). Fare code: P 8,724.00 (1A - [redacted]). Label: [redacted] Corporate Fare.

Image No.12 Negotiated Fare Codes and Label Examples

Passenger Fare Types

An option that allows you to activate either Seaman or Missionary fares. Specified by default with no value.