Release Note
2019.02

onesto

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GENERAL

I. Order Fee Charge At Point of Sales Via American Express Credit Cards

Functionality Area	Order Fee Charge At POS
New Functionality	Order Fee Charge Via American Express At POS

Description:

The order fee can be charged by onesto on the company credit card, including the defined additional data. In this way, the monthly invoice from the travel agency, respectively from onesto is not necessary anymore. The fee will be charged directly on the corresponding credit card of the company and can be assigned, for instance, to a cost center or a project.

onesto extends the existing functionality now also for the BTA and I-BTA cards of American Express.

The above described functionality will be available for you probably starting with the March release, expected on the 14th of March 2019.

In order to use this functionality, please turn to your onesto contact person.

onesto

GENERAL

II. Display Messages On The Itinerary As PDF

Functionality Area	PDF Itinerary
New Functionality	Match The Display Of Messages

Description:

Messages, which were sent so far between Customer and Agent were shown on the itinerary as PDF for administrators (with the corresponding administration right), also when these messages basically should not have been displayed on the PDF. This has now been harmonized, so that, if the functionality is not in use, the messages will no longer appear on the PDF itinerary for the administrators.

GENERAL

III. Digital Travel Expense and Receipts Registration (1/3)

Functionality Area	Travel Expense Registration
New Functionality	Process For Receipt Confirmation, Registration And Delivery

Description:

The travel expense registration in onesto has been extended by the functionality to attach receipts to an order. These receipts are expenses like for instance, deductible costs for hotel, car rental or taxi, etc. These receipts will be collected in a PDF document and can be delivered for the further internal processing, e.g., using an SFTP server for the transfer to a preferred customer directory.

In this way, we allow the customers to process the travel expenses completely digital (paperless)

GENERAL

III. Digital Travel Expense and Receipts Registration (2/3)

Functionality Area	Travel Expense Registration
New Functionality	Process For Receipt Confirmation, Registration And Delivery

Upload receipts (documents):

Date: selection of the receipt date
Mean of travel: the corresponding mean of travel, respectively, when not booked via onesto, the receipts will be attached to the „order"

GENERAL

III. Digital Travel Expense and Receipts Registration (3/3)

Functionality Area	Travel Expense Registration
New Functionality	Process For Receipt Confirmation, Registration And Delivery

Digital signature:

The transmission of the travel expense is only possible after the confirmation.

GENERAL

IV. Display Traveller Names In Standard Reports

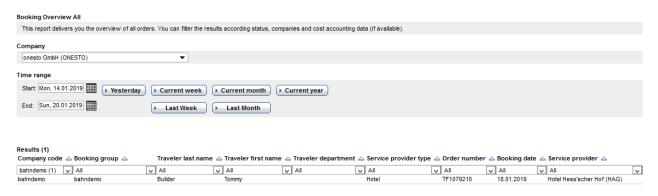|	
Functionality Area	Reports / Statistics
New Functionality	Traveller Reference In Standard Reports

Description:

Individually, per company, it can now be set up, if in the following standard reports the first name, the last name and the department of the traveller should be displayed:

- Booking overview all
- Booking overview flight
- Booking overview rail
- Booking overview hotel
- Booking overview car rental
- Travel policy violations

As soon as the settings are made, they are automatically valid for all above mentioned reports. The corresponding three columns will always be shown in the reports, but they will only contain values if the settings in the administration have been done.

The information will only be displayed, if the user, who runs the report belongs to a company, where the functionality is activated.

Booking Overview All

This report delivers you the overview of all orders. You can filter the results according status, companies and cost accounting data (if available).

Company

onesto GmbH (ONESTO)

Time range

Start: Mon, 14.01.2019   ▶ Yesterday   ▶ Current week   ▶ Current month   ▶ Current year

End: Sun, 20.01.2019   ▶ Last Week   ▶ Last Month

Results (1)

Company code △	Booking group △	Traveler last name △	Traveler first name △	Traveler department △	Service provider type △	Order number △	Booking date △	Service provider △
bahndemo (1)	All	All	All	All	All	All	All	All
bahndemo	bahndemo	Builder	Tommy		Hotel	TF1079210	18.01.2019	Hotel Hess'scher Hof (HAG)

GENERAL

V. Standard Report Extension „Booking Overview Rail"

Functionality Area	Reports / Statistics
New Functionality	New Column In The Standard Report „Booking Overview Rail"

Description:

In the standard overview „Booking overview rail" the number of persons will now be displayed. In this way, it is now possible to calculate a price per person, also in case of tickets for more travellers.

For this purpose, the column „Number of persons" has been added.

GENERAL

VI. Standard Report Extension „Travel Policy Violations"

Functionality Area	Reports / Statistics
New Functionality	Standard Report Extension „Travel Policy Violations"

Description:

The standard report „Travel policy violations" has been extended by the following columns:

- Company code
- Company name
- Traveller last name (optional to be set per company)
- Traveller first name (optional to be set per company)
- Traveller department (optional to be set per company)
- Order number
- Booking date
- Mean of travel
- Travel date
- Travel policy status
- Reason code
- Reason for violation
- Booked price
- Minimum price
- Maximum price
- Origin
- Destination
- Additional data

In the report under „Travel Policy Status" there will be now, next to the bookings, having a red traffic light, also these with a yellow one.

GENERAL

VII. Standard Report Extension Booking Overview Flight And Rail

Functionality Area	Reports / Statistics
New Functionality	Standard Reports Now With CO_2 Values

Description:

Due to several customer demands, we are now extending the order overviews for flight and rail with the column CO_2 values. If properly administrated, these values will be now available in the flight and rail standard reports.

Booking number	Cancellation date	Cost accounting data	System	CO2 [kg]
All	All	All	All	All
TESTBUCHUNG		1--1	Customer	440
				440

GENERAL

VIII. Standard Report Booking Overviews Extended By Traffic Light Colours

Functionality Area	Reports / Statistics
New Functionality	Standard Reports Now With Traffic Light Colors And Reasons

Description:

Due to several customer demands, we are now extending the order overviews for flight, hotel, car rental and general with the traffic light colors in the text format. Next to this, as far as administrated, the reason for booking a certain traffic light color (e.g. red) will now be displayed in the statistics.

GENERAL

IX. Password Change Process Improvement

Functionality Area	Profile
New Functionality	Password Change Process Improvement

Description:

Starting with this release, the process for the password change has been simplified, by a check in advance for the entered characters. The requirements set for the password will be shown to the user and, directly while entering a new password, the entered characters will be proved against the specific requirements. In case the requirement is met, the user will see a green tick.

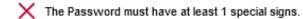The new display is available on the login site, in the user profile as well as for the onesto2go password.

GENERAL

X. PDF Itinerary In-between Headline

Functionality Area	Itinerary As PDF
New Functionality	In-between Headline

Description:

As per now, in case a travel agency information for a specific flight booking is available, this will be displayed as an in-between headline for a better clarity and transparency on the itinerary as PDF.

✈ **Flight - Agency booking**

	Sat, 30.03.2019	07:10	Munich	MUC	(Franz Josef Strauss Terminal 2)	Lufthansa LH2060
	Sat, 30.03.2019	08:30	Hamburg	HAM	(Fuhlsbuttel Terminal 2)	Cabin class: Business, Booking class C

Status	Booking confirmed
Check-In	Check-In time unknown for this connection.
Meal on board	Snack or Brunch on board
Aircraft	AIRBUS INDUSTRIE A320 SHARKLETS
Luggage	2

Fare information	tariff information not available
Flight duration	01:20 hrs
Ticket type	Your ticket is an e-Ticket. You will receive your boarding pass at the Check-In on presentation of your ID.
Identification with	Identity Card
Booking leadtime	
booked on	Mon, 11.02.2019 10:24
Reservation number	L7IHF4
Distribution Cost Charge	16.00 € (included in rate)
Rate	489.27 €

Total price: 489.27 €

Info from the travel agency

THIS IS A TESTMESSAGE
HAVE A SAVE TRIP

RAIL

I. No Age Inquiry For Rail Bookings (NVS) For More Travellers

Functionality Area	Rail Booking NVS
New Functionality	More Travellers Booking Requires No Longer An Age Input

Description:

In case of a rail booking via NVS it was so far needed to enter the age, when selecting a new traveller. Starting with this release, the age input is not necessary anymore.

RAIL

II. Booking Seats In NVS

Functionality Area	Booking Rail Seats (NVS)
New Functionality	Wished Seat Administration

Description:

It is now possible to predefine on a company level , if the seat selection of the traveller will further be transmitted as „mandatory" or as „if possible".

RAIL

III. BIBE Single Tickets Cancellation Via onesto2go

Functionality Area	Cancellation
New Functionality	Single Tickets Cancellable Now

Description:

In case of a booking via BIBE, there is the possibility to book two single online tickets instead of a return ticket, in order to be able to cancel one ticket, if needed:

Cancellation

☐ I would like to have separate tickets for the outward and return journey, since I would like to possibly cancel the tickets separately.

In onesto2go both tickets were cancelled so far. Starting with this release, only one ticket will be cancelled, if these were initially booked separately, as two single tickets.

FLIGHT

I. Latching Reservation in onesto Agent

Functionality Area	Flight
New Functionality	Latching Reservation in onesto Agent

Description:

Starting with this release, it is possible to use the functionality „Latching Reservation" also in onesto Agent. Herewith the travel agency can now also first reserve a flight in onesto Agent and send it for approval to onesto Customer. After approval the booking will automatically be sent to the predefined queue for ticket issuing.

FLIGHT

II. Advice Text For Seat Booking

Functionality Area	Seat Booking
New Functionality	Advice Text

Description:

In case there is no seat available during the request, the user will now directly be informed. In this situation, the seat plan will no longer open.

This happens when no more seats are available, as well as, when only chargeable seats are available, but a booking of those is not permitted.

FLIGHT

III. Improved Flight Results Display With Mixed Classes (1/2)

Functionality Area	Flight Result List
New Functionality	Differentiated Display Class Mixed Fares

Description:

In order to get a better separation of the flight results with mixed classes (e.g.Economy + Premium Economy, Economy + Business), it is now possible to include such fare combinations in an own category, e.g „Economy Mixed". It will be differentiated as following:

Economy Mixed:
This option shows all mixed fares, which contain minimum one Economy long-distance part.
E.g. Eco/Business or Eco/First or Eco/Premium Economy

Premium Economy Mixed:
This option shows all fares, which contain minimum one Premium Economy long-distance part (but no Economy long-distance part)
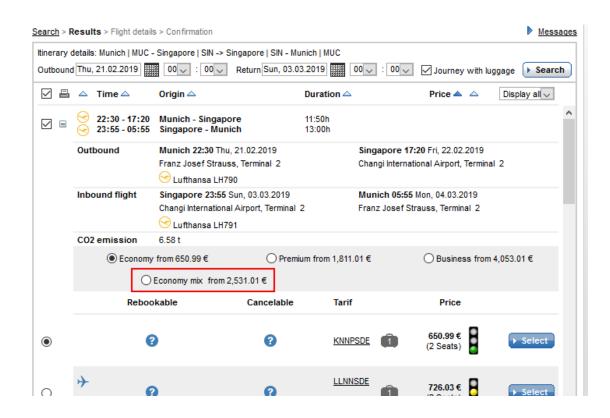E.g. Premium Economy/Business or Premium Economy/First

FLIGHT

III. Improved Flight Results Display With Mixed Classes (2/2)

Functionality Area	Flight Result List
New Functionality	Differentiated Display Class Mixed Fares

The fares selection Business and First shows only the fares, which have in the long-distance part of the return flight (both ways!) the corresponding class, e.g. Business/Business or First/First

HOTEL

I. Opening Times Hotel Reception Display On The Itinerary

Functionality Area	Hotel Booking
New Functionality	Display Hotel Reception Opening Times

Description:

Starting now, the reception opening times of the hotels will be displayed on the itinerary (online and PDF). This will be shown for the providers booking.com, CRC, ehotel, HRS and Amadeus, as long as this information is available during the booking.

Online itinerary:

PDF itinerary:

HOTEL

II. Hotel Contingent Administration Extensions (1/3)

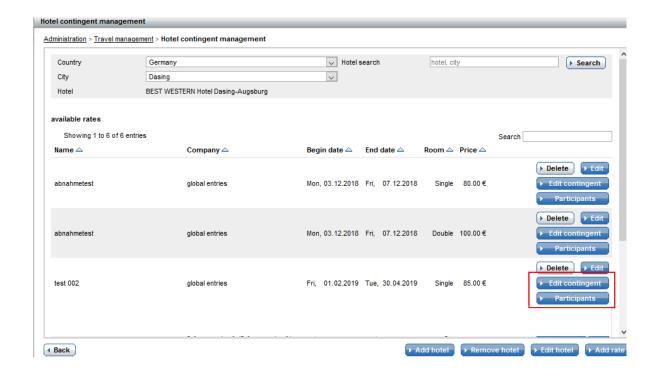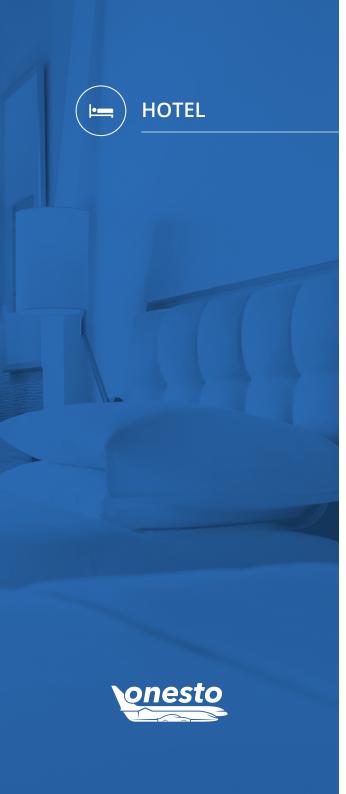|	
Functionality Area	Hotel Contingent
New Functionality	Hotel Contingent Administration Extensions

Description:

The hotel contingent booking process has now various extensions:

• It is now possible to click on a certain hotel contingent for a further processing on the contingent overview site
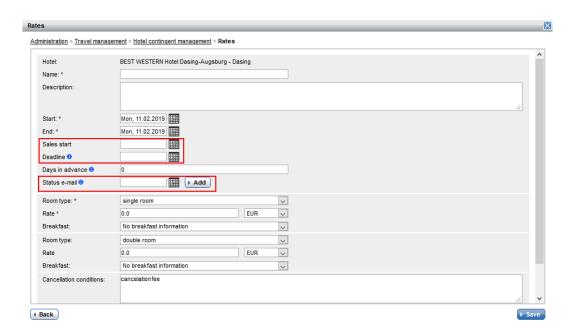• The participants list can be opened directly from the overview site

HOTEL

II. Hotel Contingent Administration Extensions (2/3)

Functionality Area	Hotel Contingent
New Functionality	Hotel Contingent Administration Extensions

Furthermore, for a specific rate it is possible to add various appointments:

- Display date, starting on this date the rate will be visible for the users in the system
- Transmission date from status e-mails. Here more dates can be selected, too.
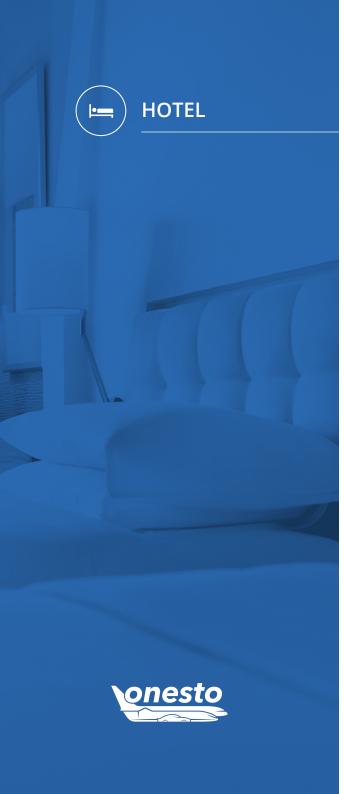
HOTEL

II. Hotel Contingent Administration Extensions (3/3)

Functionality Area	Hotel Contingent
New Functionality	Hotel Contingent Administration Extensions

Starting now, there is a drop-down selection for the type of the room (single, double)

HOTEL

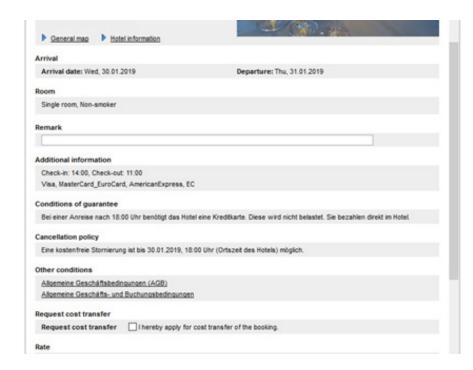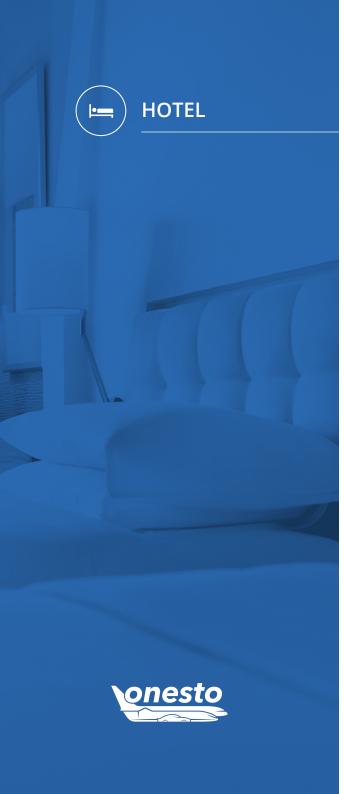## III. Order Hotel Cost Transfer

Functionality Area	Hotel Booking
New Functionality	Order Hotel Cost Transfer

Description:

The user now has the possibility to order to the assisting travel agency a cost takeover for a hotel room.

The hotel room cost transfer will be ordered during the booking and the order will then be sent to the travel agency for the further processing. The agreed process for the cost takeover will take place in the travel agency and the customer will be further informed via the known onesto communication channels with predefined text blocks (onesto messages or e-mails).

HOTEL

IV. New Sorting Hotel Result List

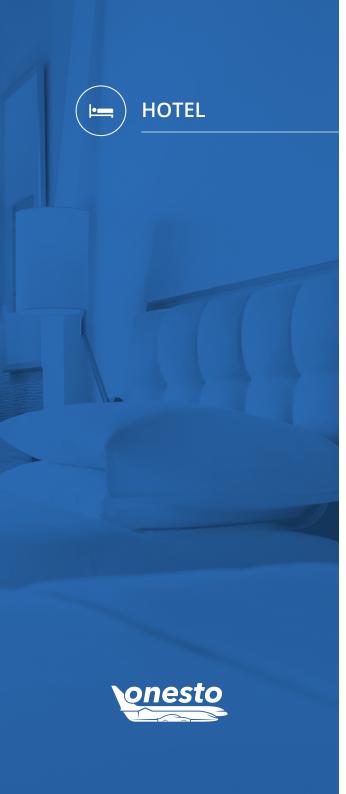|	
Functionality Area	Hotel Result List
New Functionality	Sorting By Contingent Hotels

Description:

A new sorting order has been developed for the hotel result list. So far, it was possible to place the rate types „preferred" and „company rates" on the top of the list. Now it is possible to show hotel contingent rates in the upper part of the list.

When selecting the sorting by contingent, all available contingent rates will be sorted by price and displayed at first. Afterwards, the other rates will follow, sorted by price, too.

HOTEL

V. CRC Rebookings And Cancellations Synchronisation

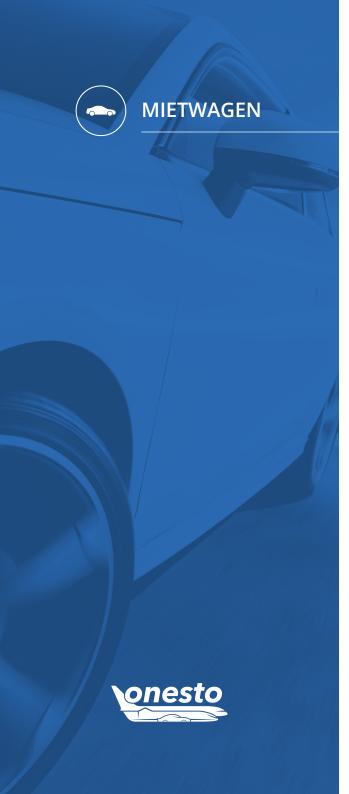|	
Functionality Area	Hotel Rebooking and Cancellation Via CRC
New Functionality	Hotel Booking Update After A Change At CRC

Description:

This new functionality allows an onesto update for rebookings or cancellations, in case these were performed by CRC directly. This means that, a rebooking will be visible on the onesto itinerary, respectively in onesto, shortly after the rebooking took place. A transmission of the itinerary will not take place.

The functionality described above is planned to be available for you starting with the update in March, on the 14th of March.
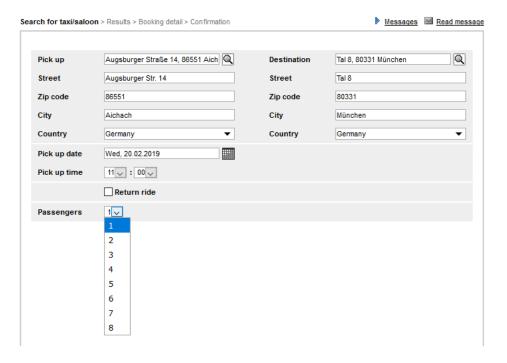
MIETWAGEN

I. talixo – Number Of Passengers

Functionality Area	Taxi / Saloon
New Functionality	Number Of Passengers

Description:

In case of bookings for the provider „talixo", it is now possible to select the number of passengers. In this way, the provider knows from the beginning the number of passengers to be dealt with.
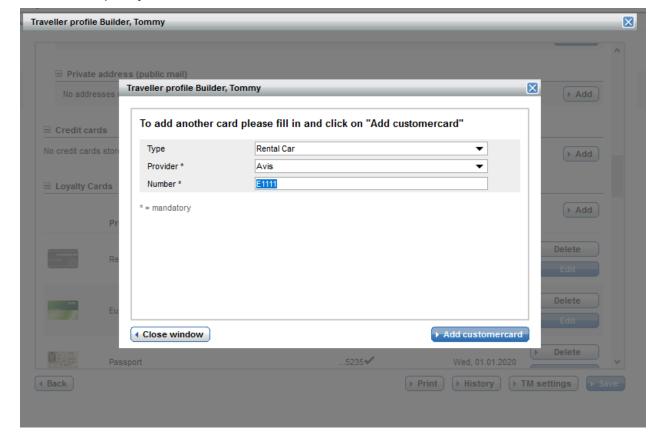
MIETWAGEN

II. Preferred ID Transmission To Avis

Functionality Area	Avis Car Rental Booking
New Functionality	Preferred ID Transmission

Description:

When the Avis preferred ID is entered in the traveller profile, this number will now always be transmitted to avis. Also when in the user's company profile, a corresponding company number is saved, the preferred ID will now be transferred with priority to Avis.

MIETWAGEN

III. No Unconfirmed Europcar Bookings

Functionality Area	Europcar Bookings
New Functionality	No Unconfirmed Europcar Bookings

Description:

Starting with this release only confirmed bookings for Europcar will be possible. Bookings on request will no longer be permitted. In this way, it is no longer needed to further contact the Europcar station. The customer will get only confirmed bookings.

ONESTO2GO

I. Credit Card Input Possibility In onesto2go

Functionality Area	Booking Via onesto2go
New Functionality	Credit Card Input In onesto2go

Description:

Due to the multiple configuration possibilities in onesto, it might be that, a traveller will be asked during a booking to enter a credit card, e.g. as guarantee for a hotel booking. The mobile app onesto2go has been extended by the functionality to request the credit card, if needed. In this case, the user can enter it in onesto2go. The card will automatically be saved in the onesto traveller's profile. The credit card information or further profile data can be edited as usually directly in onesto.

You will probably get the functionality described above starting March, as soon as the new app is available in the stores. Please pay attention to the coming updates!