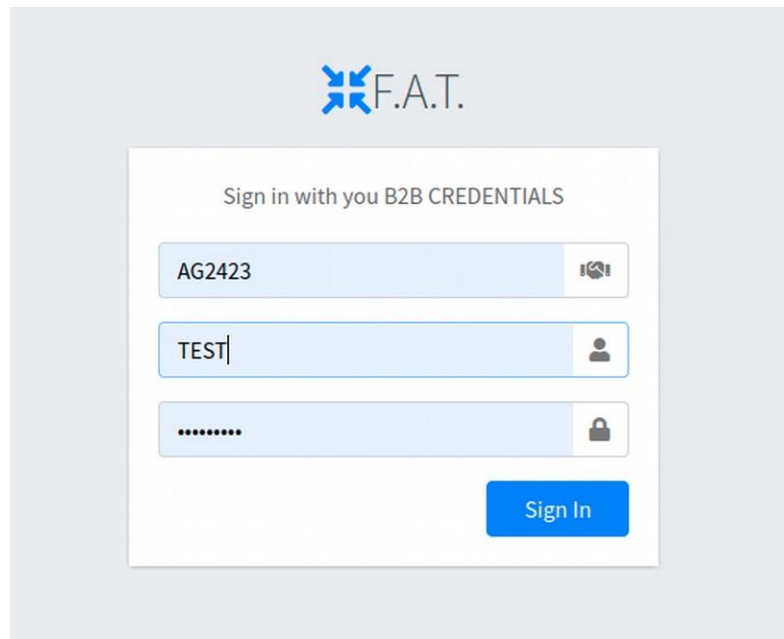


DOCUMENTATIE
EXTRANET FIBULA AIR TRAVEL
"XFAT"

1) LOGIN

<http://resurse.fibula.ro/extranet/>

Vă rugăm să utilizați aceleași credentiale pe care le utilizați pentru Fibula B2B (b2b.fibula.ro)



F.A.T.

Sign in with you B2B CREDENTIALS

AG2423

TEST

.....

Sign In

2) DASHBOARD

În această pagină, puteți căuta rezervările fie selectând NUMARUL DE REZERVARE din listă, fie utilizând una dintre casetele de căutare.

Casetă de căutare din partea de sus va fi disponibilă pe fiecare pagină, puteți comuta între rezervări folosind această casetă de căutare fără a vă întoarce la pagina principală.

The screenshot shows the top navigation bar with a search bar containing "SEARCH b..." and a "GO" button, both circled in red. Below the navigation bar is the "Dashboard" header. The main content area is divided into two sections. The first section, "Last 20 messages", contains a table with columns: Date, From, ResNo, Reference, and Subject. The second section, "Agency Bookings", contains a table with columns: ResNo, BegDate, EndDate, Departure-Arrival, Leader, and HolPack. A search bar is located to the right of the Agency Bookings table, also circled in red. The Agency Bookings table shows three entries with ResNo FB0, BegDate 2020-06-20, EndDate 2020-06-27, and Departure-Arrival BUCURESTI-ANTALYA. The status of the bookings is Active or Cancel.

De asemenea, pe această pagină puteți vedea ultimele 20 de mesaje primite, mesajele necitite sunt marcate ca NEW

The screenshot shows the "Last 20 messages" section of the dashboard. It contains a table with columns: Date, From, ResNo, Reference, and Subject. The messages are listed in descending order of date, from 2020-06-17 16:21:54 to 2020-06-16 12:33:05. Each message entry includes a "New" indicator and a "Document status updated!" message. The status of the documents is listed as APPROVED, IN PROGRESS, WAITING, or DELETED. The subject of the messages is "test general note".

The screenshot shows the "BOOKINGS THAT NEEDS YOUR URGENT ATTENTION" section of the dashboard. It contains a table with columns: BegDate, EndDate, Departure-Arrival, Leader, HolPack, ResNo, ResStat, COVID, and Agreement. The table shows three entries with ResNo FB0, BegDate 2020-09-12, EndDate 2020-09-19, and Departure-Arrival CLUJ-ANTALYA. The status of the bookings is Active. The COVID column contains a "FLIGHT DAY CANCELED" message. The Agreement column contains a "please take action" button. The table also shows a search bar and a "Showing 1 to 3 of 3 entries" indicator.

3) SPECIAL BOOKINGS REPORT

În acest meniu puteți vedea o listă a rezervărilor Dvs. de care aveți nevoie de atenție urgentă (afectate de Pandemia COVID-19). Nota explicativa si recomandari:

Pasul 1) in exemplul de mai jos puteți vedea lista de rezervări pe care nu ați procedat-o încă. (ultima coloana aveti nota explicativa marcata cu galben).

* puteți face clic pe butonul „PRINT ACORD TIPARIT” (subliniat verde) pentru a genera documentul.
*puteți fie să imprimați și să completați manualul informatiile lipsă (date contact agentie revanzatoare, cnp client, plati efectuate de catre client si plati efectuate de catre agentia revanzatoare) sau puteți copia continutul acordului într-un document WORD.

Pasul 2) in exemplul de mai jos puteți vedea cum să adăugați documentul completat in sistemul Extranet. Rețineți că **trebuie să selectați tipul de document** înainte de a încărca un document în sistem, toate documentele ar trebui să se potrivească cu tipul de document selectat.

IMPORTANT ! - Dimensiunea fisierului NU TREBUIE sa depaseasca 2MB (pdf,doc,jpg)

Booking Detail

ResStat	ResNo	HotPack	DepCityName	ArrCityName	BegDate	EndDate	Adult	Child
Active	FB	CLJAYS20	CLUJ	ANTALYA	2020-09-12	2020-09-19	1	0

AgencyPayable: EURO, InvoicedAmount: EURO, AgencyPayment: EURO, Balance: EURO

Invoice details

InvDate	InvSerialNo	InvAmount	Explanation
2019-10-30	FB	EURO	

Customer details

Surname Name	Sex	Age	Price
	M		

Service details

Confirmation	Type	ServiceInfo	Pax
Confirmed	FLIGHT (CA864)		1 AD / 0 CHD
Confirmed	TRANSFER (FORW)		1 AD / 0 CHD
Confirmed	HOTEL (GOLCOA)	VONRESORT GOLDEN COAST 5* STANDART ROOM SINGLE ULTRA ALL INCLUSIVE	1 AD / 0 CHD
Confirmed	TRANSFER (BACK)		1 AD / 0 CHD
Confirmed	FLIGHT (CA863)		1 AD / 0 CHD

Upload client document

1) Select document TYPE
2) Acord tiparit (optional)
3) Dovada plata client

Choose file [Browse] [Upload]

* MAXIMUM FILE SIZE 2Mb

Uploaded documents

Doc Type	File type	Description	User	Date
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ne@p34qa4jr133a1e709h41 | ip:82.76.63.156 | execution time 0.07557201385498 sec

Version 3.0.5

4) URMAREA STĂRII UNUI ACORD

După ce echipa noastră va primi un acord, veți putea urmări starea documentului prin deschiderea fiecărei rezervări individual. Starea finală a acordului va fi publicată în document. Veți fi, de asemenea, notificat pe pagina principală cu și mesaj automat.

BOOKINGS THAT NEEDS YOUR URGENT ATTENTION

Agency Bookings that needs your URGENT attention.

Show 10 entries Search:

BegDate	EndDate	Departure-Arrival	Leader	HolPack	ResNo	ResStat	COVID	Agreement
2020-06-20	2020-06-27	BUCURESTI-ANTALYA		OTPAY20	FB	Active	FLIGHT IS GROUNDED First departure date: 2020-07-13	Thank you pending validation
2020-06-20	2020-06-27	BUCURESTI-ANTALYA		OTPAY20	FB	Active	FLIGHT IS GROUNDED First departure date: 2020-07-13	Thank you pending validation

Showing 1 to 2 of 2 entries

Previous 1 Next

Dacă există comentarii pentru documentul pe care îl încărcați, puteți răspunde făcând click pe butonul „Adăugați notă la DOC” marcat cu o stea verde.

Extranet F.A.T. Support SEARCH b... GO SIGN OUT

Booking

Booking Detail

ResStat	ResNo	HolPack	DepCityName	ArrCityName	BegDate	EndDate	Adult	Child
Active	FB	CLJAYTS20	CLUJ	ANTALYA	2020-08-07	2020-08-14	2	0

AgencyPayable: 1586.2 EURO InvoicedAmount: 0 EURO AgencyPayment: 0 EURO Balance: 1586.2 EURO

Agency Info: AgencyCode: 1586.2, AgencyName: , FirmName: , Bank1: , Bank1Iban: , Phone1: , Phone2: , Mobile: , Email1: , Email2:

Invoice details

InvDate	InvSerialNo	InvAmount	Explanation
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Customer details

Surname Name	Sex	Age	Price
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Service details

Confirmation	Type	Serviceinfo	Pax
Request	HOTEL (GRANAD)	GRANADA LUXURY OKURCARLAR 5* LAND VIEW STANDART DOUBLE ROOM ULTRA ALL INCLUSIVE	2 AD / 0 CHD
Confirmed	FLIGHT (CAI282)		2 AD / 0 CHD
Confirmed	TRANSFER (FORW)		2 AD / 0 CHD
Confirmed	TRANSFER (BACK)		2 AD / 0 CHD
Confirmed	FLIGHT (CAI281)		2 AD / 0 CHD

Upload client document

[1] Select document TYPE

[2] small information about file (optional)

[3] Choose file Browse Upload

* MAXIMUM FILE SIZE 2Mb

Uploaded documents

Doc Type	File type	Description	User	Date	Actions
ACORD TRIPARTIT	png	2020-06-17 16:09:09 Document status updated! [sysmsg] savas.karadag (fibula-op) to: AG2423 New document status is: DELETED	TEST	2020-06-16 12:31:53	download Add note to DOC
		2020-06-17 16:11:01 Document status updated! [sysmsg] savas.karadag (fibula-op) to: AG2423 New document status is: WAITING			Mark as read
		2020-06-17 16:13:57 Document status updated! [sysmsg] savas.karadag (fibula-op) to: AG2423 New document status is: IN PROGRESS			Mark as read
		2020-06-17 16:21:54 Document status updated! [sysmsg] savas.karadag (fibula-op) to: AG2423 New document status is: APPROVED			Mark as read

mpba99c7c28f1mnnvb6lnhp0d1 | ip:82.76.63.156 | execution time 0.73909592628479 sec

Version 3.0.5