

Getting Started Guide
The New FareManager Rules
Gold Release



Rules

Effective 16 May 2011, you can explore the new FareManager Rules in its beta test version, the Gold Release!

What you need

- Inquiry or Update authority to ATPCO's Automated Rules system
- Internet Explorer 7.0 32-bit or Internet Explorer 8.0 32-bit
- SVGA Display (1024x768) with at least 65536 colors
- 30 MB of available hard disk space
- Compliance with system requirements and network connectivity settings; a full list is available on the ATPCO Web site at http://applications.atpco.net/extranet/development/html/tt/tt_getstart_rules.shtml
- For best viewing:
 - Set your screen resolution to 1024x768
 - Maximize your browser window
 - Set your browser's zoom level to 100 percent
 - Do not change the size of the font in your browser

Getting started

Access the Gold release at <http://goldfaremanager.atpco.net>.

The system is available from 0800 Monday through 1500 Friday US Eastern Time. The full suite of FareManager applications is available in the Gold Release.

Log in using your standard ATPCO sign-on and select Rules to discover the exciting features and functions available to you with the new FareManager Rules system.

The screenshot shows the ATPCO Rules web interface. At the top, there is a navigation bar with 'Data', 'Summary Text', and 'Batch Lis'. Below this is a search panel with tabs for 'Find or Create' and 'Browse'. The 'Find or Create' tab is active. The search criteria include: 'Select data: Categories' (dropdown), '*Carrier:' (text input), '*Tariff:' (text input), '*Rule:' (text input), and '*Category:' (dropdown). There is also a section for 'Find in data: (optional)' with 'Location:' (text input) and 'Exact Match' checkbox, another 'Location:' (text input) with 'Exact Match' checkbox, 'Fare Class/ Family:' (text input) with 'Exact Match' checkbox, and an 'Exclude Cancellations' checkbox. At the bottom are 'Get Data' and 'View Text' buttons.

To explore the Gold Release of the new FareManager Rules system, begin with the Find or Create tab or the Browse tab to locate some of your organization's data.

Features and functions

Practice your unique workflows for maintaining fare class and rules data by using some of these exciting and time-saving features and functions!

Find and Filter

Use Find to **highlight** specific sequences within data results. Use Filter to **narrow** the results that you are viewing. Try it from the Fare Class option, any Category Sequence List, or the Batch List.



The screenshot shows a software interface with two tabs: "Filter Sequence List" (selected) and "Find in Sequence List". Below the tabs are several input fields and checkboxes. The "Filter Sequence List" tab includes fields for Status, Location, Effective Date, Season Type, Day Type, FN 1, FN 2, Batch ID, User ID, and Sequence. There are also checkboxes for "Exact Match" and "Exclude Canceled". Buttons for "Filter" and "Clear" are located at the bottom right.

Fare Class

View and update the Construction Data **batch-free** (no batch necessary). Use the Last Segment/All Details and All Columns settings to compare **all the details** across your fare classes on the Sequence List grid view.



The screenshot shows two dropdown menus. The first is labeled "View:" and has "All Columns" selected. The second is labeled "Last Segment/All Details" and has "All Segments:First Detail" selected.

Fare By Rule Index and Fare By Rule

From the Index List, go **directly** to the Fare By Rule Category 25 with a single click. Check out the **smart displays** in Category 25 for the detail screens, which are driven by the fare indicator.

Reservation Booking Designators (RBD)

Explore the **new screen design** for Chart 1 and Chart 2 and see how easy it is to find what you are looking for.

Sales Restrictions (Category 15)

Explore how the Manage Locations option will ease the maintenance of your security data. You don't want to miss this new way to view and maintain security data **across all tables**.

Query

It's Mass Update and Special Maintenance all rolled into one, and more. Query gives you **direct access** to data from the results so you can verify data and correct errors. You can also explore the **new functions** that were available only to ATPCO before now.

Copy and Paste

Data maintenance just got more **flexible**.

- Copy data from within the Browse Tab, Query, and Sequence Lists.
- Copy Sequence data within a cell, row, or whole column and paste it. Try it from Sequence Lists, security displays, and more!
- Copy agency codes from an Excel spreadsheet and paste them into the new Manage Locations pop-up window in Sales Restrictions (Category 15).

Batch Functionality

More **control** at your fingertips. Change your batch date and all its contents in one action. View the contents and **reassign** part of it to a different batch. Want to undo all the changes you made in a batch? No problem! You can **delete** them in a single action.

Finding answers

Training

You can learn how to use the new FareManager Rules system in a variety of ways:

- E-learning modules are currently accessible on the ATPCO Web site.
- Instructor-led training courses are offered worldwide in Washington, DC, USA; London, United Kingdom; Singapore; Beijing; and São Paulo, Brazil.

Visit http://applications.atpco.net/extranet/training/html/train_LMSintro.shtml to find out the latest course offerings for training.

FareManager Help Documentation

FareManager Rules offers extensive online Help that can assist you in navigating and using the system.



Support and information

On ATPCO's Web site you can find all the information a data provider and subscriber would need. This site is continuously updated with the latest details on implementation plan timelines, subscription changes, frequently asked questions, and a wealth of other information. Throughout the Gold Release, ATPCO will publish a series of short video clips demonstrating many of the new features and functions within FareManager Rules.

Visit the Technology Transformation Rules site in our Customer Center at http://applications.atpco.net/extranet/development/html/tt_tt_rulesHome.shtml.

Contacts

For questions about the functionality of the system, call +1-703-471-7510 ext. 1297 or submit a ServiceManager request at <http://atpco.quickbase.com>. Please set the Request Type as "Help/Inquiry" and type "FM Rules Gold" in the Customer Reference field.

For questions about connectivity, call +1-703-471-7510 ext. 1292 or 1293 or send e-mail to dcooperations@atpco.net.

Frequently asked questions

What is the purpose of the Gold Release and why I should use it?

The Gold Release was created so that you could test within your local environment and address any issues before going live in production. This provides you with ample time to get familiar with the new workflow and screen designs before the legacy systems cease to exist, thereby easing the transition to a new interface.

When do I need to start using the Gold Release?

ATPCO strongly encourages all customers to use the Gold system within the **initial 30 days** of its release in order to identify and communicate any technical issues your organization may experience (that is, connectivity, firewall, or other technical infrastructure issues). In order to allow adequate time for ATPCO to address issues reported prior to implementation, **ATPCO must receive this feedback no later than 30 June 2011**.

What should I know about the Gold Release Environment?

- Data loaded to the Gold Release is a copy of current production data. However, once initialized, there is absolutely no synchronization of data updates between the Gold Release and production environments.
- The GFS Copy/Paste function will not be available in the Gold Release.
- Text requests for specific category data tables may not be initially available. The category translation process will be implemented in phases throughout the Gold Release period.
- The Gold Release environment will not have the same dedicated computer processing resources as the normal production environment. This may result in slower response times in the Gold Release environment during periods of heavy system usage.
- If you wish to train large groups of users on the Gold Release internally, please inform ATPCO in advance so that we can make accommodations to avoid affecting other Gold Release users.
- Test data will be available from the Gold Release from 6 June through 5 August via three scheduled subscriptions at 1000, 1300, and 2000 US Eastern Time Monday through Friday. Check with your GDS to coordinate any test pricing initiatives.

North America

Washington Dulles International Airport
45005 Aviation Drive
Dulles, VA 20166 USA

Latin America

2332 Galiano Street
2nd Floor
Coral Gables, FL 33134 USA

Europe, Middle East, Africa

Central House
Lampton Road
Hounslow, Middlesex TW3 1HY
United Kingdom

Asia Pacific

30 Raffles Place
#23-00 Chevron House
Singapore 048622