sNew Sabre Red Booking Process for MMT

1.) Sell your air & Price

2.) Bring in Client Profile from Client Base

3.) Bring in your Personal Sabre Profile

- A) Click on Profile icon (left of command line)
- B) Enter your name to pull your profile
- C) Choose your PNR Builder (Domestic / Intl Passport / Intl Passport & Visa)
- D) Expand and Choose Optional formats: examples:
 - Derational Information 1) FOP 💼 Expand All ⊕ Contact Information (9, PE¥)
 ⊕ Form of Payment (5-*) Operational Information 🕀 Other PNR Move Data (3, 5, 5¥) ⊕ Contact Information (9, PE¥)
 Remarks = ⊟ Form of Payment (5-*) ACCOUNT NUMBER Airline/Corporate / Business 1 Ticket line - 7TAW -*CA*********5396¥07/20 Unma ✓ THIS TICKET IS NONREFUNDABLE Airline/Corporate / Business 2 □ 5-CHECK J PENALTIES APPLY TO CANCELLATION OR CHANGES ⊕ Other PNR Move Data (3, 5, 5¥) CHANGES CAN BE MADE FOR (variable) PLUS ANY II E Advanced Sabre Formats
- E) Click 'COPY TO PNR' at the bottom of screen
- F) Enter Queue & Date (30MAY) & Enter.

4.) Run Scripts as needed

PF Keys 🚥 🖡 🔋 🛧			
F1. FINISH	FOP , FFLYER, PHONE & EMAIL		
F2. FEE	Add OTH line and charge Fee		
F3. QUEUES	Work office queues		
F4. INV/ACCT	Invoice TKTLESS carriers / Branch reconciliation		

You can create personal PF keys if you would like

Name :	
ID :	
Pass : _	



Expand All

Updated 4.18.19

New SabreRed Tips

Change the appearance Sabre

2) Click on Sabre

 At the top of your screen, click on Tools, then Options Shortcut: CTRL+G





<u>Areas</u> – see	areas A – F	A – F across the top of screen, giving Brief info about each area					
Sabre Q Format Finder	B 1JQC	C N73G	D	E	F		
TYPE COMMAND HER	E				C Send 2 PF Keys 7	Command Helper	

PFKeys Graphical Help, while in Classic (Traditional) view The first 4 Keys (FINISH, FEE, INV/ACCT & There are 2 ways to use Graphical to help build a PNR QUEUES) are standard scripts and should not 1-Click on 'Manual Command' Modified. PF Keys 🌔 🎢 Command Helper to toggle between traditional Other PF keys are yours to use how you wish. Command box and the graphical buttons: You can use for formats you type often. B 1.00 C N736 D & Profile 🚗 Car 🛛 🔳 PNR Helpful tips To -From Add Via Date Time Air Shopping 🛪 👻 Select 🛪 Destina File Eit View Jools Window Help Contact Us From To -Add Via Date Time Larger FONT: Air Availability Customize Screen La 🛪 🚽 Select - - + × Origin Favori Solit Screen Click on VIEW, then 180 Eull Screen Ctrl+F Sabre Memo Area ZOOM IN or OUT 2) Or Click on the Luggage ICON to A Reload Ctrl+R 8 T Zoom i<u>n</u> launch Graphical Help. Send Э PF Keys Command Helper Ctrl+-PF Keys Clear Screen: CTRL + Backspace or ĸ 1 Air Shopping example: E1 FINISH ALT + Backspace Sabre replay or Command History: Profile XAir HenHotel ACar EPNR nopping SLC - Salt Lake City 🗲 IAH - Houston 🗎 Thu, 13 Dec ALT+(Up Arrow) to replay last entries. FARE TREND Fares are going up TRAVEL SEASONALITY Moderate FLEXIBLE DATES Save USD 96 ALTERNATE AIRPORT No data available O Add to F OR Click on (5) pr to see a list. You can Cheapest +USD 451.00 Fastest +3h 20min +USD 451.00 🗸 Best 🔮 Travela 1.1 STEWART DL 1140, DL 3398 SLC - Salt Lake City IAH - Houston 13DEC, 08:30 AM INSP 13DEC, 05:45 PM ^{USD} 495.00 DL 4855 Click on multiple entries and then click SLC - Salt Lake City 17DEC, 01:15 PM Sh 20mi Class T 🙈 Car (0) execute to re-run several entries to Sabre SLC - Salt Lake City IAH - Houston 13DEC, 08:30 AM ISP 13DEC, 05:45 PM DL 1140, DL 3398 8h 15min Class K K ^{uso} 495.00 SLC - Salt Lake City DL 847 IAH - Houston Sh 26mir Class T SLC - Salt Lake City IAH - Houston 13DEC. 08:30 AM MSP 13DEC, 05:45 PM DL 1140, DL 3398 DL 5089, DL 1215 ^{USD} 645 60 IAH - Houston SLC - Salt Lake C 17DEC, 10:56 AM MSP 17DEC, 04:23 PM 6h 27min Class 0 0 **Command Helper** SLC - Salt Lake City DL 1140, DL 3398 Bring back your Command ^{USD} 645.60 DL 5146, DL 1864 IAH - Houston SLC - Salt Lake 17DEC, 07:15 AM DTW 17DEC, 02:38 PM 8h 23min Class Q (📟 Manual Command PF Keys DL 1140, DL 3398 Deta Air Lines DL 5089, DL 744 SLC - Sait Lake City IAH - Houst 13DEC, 08:30 AM MSP 13DEC, 03:45 (Input) box by clicking on ^{USD} 645.60 IAH - Houston SLC - Salt Lake C 17DEC, 10:56 AM MEP 17DEC, 07:45 PM 'Manual Command' to get it back