



USER GUIDE

Sabre Red Launchpad™

Air Shopping



November 2024



CONTENTS

FLIGHTS	3
SEARCH	3
OPTIONAL SEARCH QUALIFIERS	5
SHOP RESULTS	7
FARE UPSELLS	9
COMPARE FARES	11
COMBINE BY LEG	12
PRICING NDC	13
BOOK	14
CREATE RESERVATION	14
CONFIRMATION	15
VIEW RESERVATION	16
FLIGHTS	18
TRAVELERS	19
ORDERS	20
SERVICES	21
TICKETS	24
REMARKS	27
SERVICING AIR	28



Introduction

Flights is the Sabre Red Launchpad air shopping experience where the focus orients around the flight & schedule whilst displaying a single lead fare. To better service clients, where the flight schedule is most important, the shop results are displayed by bound and are returned in order of non-stop, 1-stop, 2-stop, and so on.

Key Features:

- Shops multiple content sources
- Access to the most used advanced qualifiers
- Results are displayed by bound
- Sort order default starts with non-stop flights
- Displays a single lead offer
- Filter and sort options
- Upsell offers after flight selection for all sources
- Compare offer details & book
- Combine brands by leg for NDC offers



FLIGHTS

SEARCH

To search, input the origin and destination location, departure, and arrival date. Several optional search qualifiers are available to help you further refine your search.

The screenshot shows the Sabre Flights search interface. At the top, there are tabs for 'Flights', 'Hotels', and 'Cars'. The main heading is 'FLIGHTS'. Below this, there are several input fields and options, each with a red numbered callout:

- 1**: Round trip dropdown menu.
- 2**: 1 Passenger dropdown menu.
- 3**: Any cabin dropdown menu.
- 4**: Any number of stops dropdown menu.
- 5**: Origin input field containing 'MAN - MANCHESTER, MANCHESTER INTERNATIONAL AIRPORT, United Kingdom'.
- 6**: Destination input field containing 'DFW - DALLAS, DALLAS DALLAS/FORT WORTH INTL AIRPORT, Texas, United States'.
- 7**: Departure date input field containing '14NOV2024' with a calendar icon.
- 8**: Departure time (Optional) input field containing '+/- hours'.
- 9**: Return date input field containing '22NOV2024' with a calendar icon.
- 10**: Departure time (Optional) input field containing '+/- hours'.
- 11**: OPTIONAL QUALIFIERS dropdown menu.
- 12**: Data pre-populated for Account Code/Corporate ID input field.

A 'SHOP FLIGHTS' button is located at the bottom right of the search area.

- 1 Choose from Round trip¹, One way or Multi-city
- 2 Input number of passengers^(max.9 pax) and passenger types^(max.4 pax types), the default is 1 Adult
- 3 Select preferred cabin^(max.1cabin), Economy, Premium Economy, Business, Premium Business, First, Premium First. The default is all cabins.
- 4 Select maximum number of stops, Non-stop, up to 1-stop, up to 2-stops. The default is any number of stops.
- 5 Input originating² city or airport using 3 letter code or name
- 6 Input destination² city or airport using 3 letter code or name
- 7 Select departure date², using input text, or select date from calendar
- 8 Input preferred departure time for outbound flight and optional time window i.e., 0800 +/- 2 hours
- 9 Select return date², using input text, or select date from calendar
- 10 Input preferred departure time for return flight and optional time window i.e., 0800 +/- 2 hours



11 Expandable drawer to input optional search qualifiers

12 Information message advising that data is pre-populated in an optional qualifier

¹Default

²Mandatory field



OPTIONAL SEARCH QUALIFIERS

Optional search qualifiers can be used to refine your search to target the flights and fares you want to shop for. The below table details each field and its definition. Data from Sabre Profiles such as account code/corporate ID will automatically populate into the flights search form. For more details on how to configure this, please refer to the Sabre Red Launchpad – Sabre Profiles user guide.

The screenshot shows a search form titled 'OPTIONAL QUALIFIERS' with a sub-header 'Data pre-populated for Account Code/Corporate ID'. The form contains several sections:

- Carrier (1):** A dropdown menu with 'Include' selected and 'Carrier (Optional)' set to 'LS'. A red circle '1' is next to it.
- Alliance (2):** A dropdown menu with 'Alliance (Optional)' set to 'STAR ALLIANCE'. A red circle '2' is next to it.
- Content source (3):** A dropdown menu with 'Content source' set to 'ATPCO', 'NDC', and 'LCC'. A red circle '3' is next to it.
- Account Code (4):** A text input field with 'Account Code (Optional)' set to 'COR21'. A red circle '4' is next to it.
- Corporate ID (5):** A text input field with 'Corporate ID (Optional)' set to 'ACC21'. A red circle '5' is next to it.
- Include only fares with Account code or Corporate ID (6):** A checkbox that is currently unchecked. A red circle '6' is next to it.
- Public fare (7):** A checkbox that is currently unchecked. A red circle '7' is next to it.
- Private fare:** A checkbox that is currently unchecked.
- Refundable fares:** A checkbox that is currently unchecked.
- Currency Code (8):** A dropdown menu with 'Currency Code (Optional)' set to 'USD'. A red circle '8' is next to it.
- Frequent Flyer (9):** A section with four input fields: 'Carrier' (LS), 'Frequent Flyer Number' (98548754121), 'Last name' (SARAH), and 'First name' (SMITH). A red circle '9' is next to the section header.
- NDC Promo Code (10):** A section with two input fields: 'Carrier' (LS) and 'Promo Code' (PROMOT123). A red circle '10' is next to the section header.
- NDC Corporate Identifiers (11):** A section with four input fields: 'Carrier' (LS), 'Account Code' (7584545), 'Identifier' (BBC), and 'Value' (ITV). A red circle '11' is next to the section header.
- SHOP FLIGHTS (12):** A blue button with a red circle '12' next to it.

- 1 Input carrier(s) two letter code or name^(max. 20 allowed)
 Include¹, meaning shop for flights that include the specified carrier(s).
 Exclude, meaning shop for flights that exclude the specified carrier(s).
 Only (exclude codeshare), meaning shop for flights for the specified carrier(s) and do not return any codeshare options.
 Only, meaning shop for flights for specified carrier(s) and include codeshare options.
- 2 Select up to 3 airline alliances, Sky Team, One World or Star Alliance.
- 3 Select content source(s), ATPCO (Sabre content), NDC (airline content), LCC (low cost carrier). The default is all.
- 4 Input an account code to shop for negotiated airline content^(max. 10 allowed)



-
- 5 Input a corporate ID to shop for negotiated airline content. Input 3 alpha/2 numeric^(max.10 allowed)
-
- 6 Shop only for negotiated airline content.
-
- 7 Choose the type of Sabre fare, public, private, or refundable fares only
-
- 8 Request the response in another currency. Default currency is agency point of sale country.
-
- 9 Input a traveler frequent flyer number to return personalized content.
-
- 10 Input an NDC promotional code to return airline promotional content.
-
- 11 Input an NDC Corporate identifier to return NDC negotiated content.
-
- 12 Send your shop request.

¹Default



SHOP RESULTS

The shop results are returned and displayed by bound along with the single lead lowest fare for the complete itinerary and number of passengers. The default sort order of the results is non-stop flights, followed by 1-stop, 2-stop and so on.

The screenshot shows the Sabre flight search interface. At the top, there are navigation tabs for Flights, Hotels, and Cars. The search bar shows the route MEL to SYD for 21NOV2024 to 27NOV2024 with 4 passengers. Below the search bar, there are filters for Stops, Carriers, Times, Duration, Fare source, and Airports. The main section displays flight options for Qantas (QF 402, 404, 406, 408, 410) with their respective departure times and durations. A fare breakdown table for Economy class is also visible, showing base fare, taxes/fees, and total price for different fare types (2ADT, 1CNN, 1INF).

	Base fare	Taxes/Fees	Total
2ADT	USD 108.59	USD 35.20	USD 143.79
1CNN	USD 108.59	USD 35.20	USD 143.79
1INF	USD 0.00	USD 0.00	USD 0.00

- 1 Edit the full search by re-opening the search screen.
- 2 Do a quick search changing the origin, destination, departure, and arrival dates.
- 3 Change the sort order of the results, default is non-stop flights first. Sort by, price (low to high) price (high to low) duration (shortest) duration (longest) or departure time.
- 4 Itinerary summary to show where the user is in the booking workflow
- 5 Filters can be used to further refine the results. You can filter by, number of stops, carriers, arrival & departure times, duration, fare source and departure, arrival, and connection airports.
- 6 Details about the flight, including, airline & logo, flight number, aircraft type, departure & arrival times, travel dates, flight duration, departure and arrival city/airport and number of stops.



- 7 Single lead lowest fare, includes, source of the fare, brand name, price and type of fare, round trip or one-way.
- 8 Display a tooltip when hovering over the fare to see a fare breakdown for each passenger and passenger type (this tooltip is also available in the Fare Upsells and Compare Fares display)

To select one of the flights, simply click on the line of your preferred flight. You will then be presented with the flight options for the next leg of your itinerary.

The screenshot shows the Sabre flight search interface. At the top, there are navigation tabs for Flights, Hotels, and Cars. Below that, the search criteria are displayed: MEL to SYD, SYD to MEL, 21 NOV 2024, and 27 NOV 2024. There are buttons for EDIT, SEARCH, and SORT: DEFAULT. The main content area shows the itinerary summary (1) and flight options for Melbourne (MEL) (2). The flight options are listed in a table:

Flight	Carrier	Class	Time	Days	Duration	Stops	Fare
QF 423	Qantas	73H	8:30 AM - 10:05 AM	Wed, 27 Nov - Wed, 27 Nov	1h 35min	Nonstop	NDC Red Edeal from USD 295.18 Round trip
QF 427	Qantas	73H	9:00 AM - 10:35 AM	Wed, 27 Nov - Wed, 27 Nov	1h 35min	Nonstop	NDC Red Edeal from USD 295.18 Round trip
QF 431	Qantas	73H	9:30 AM - 11:05 AM	Wed, 27 Nov - Wed, 27 Nov	1h 35min	Nonstop	NDC Red Edeal from USD 295.18 Round trip
QF 433	Qantas	73H	10:00 AM - 11:35 AM	Wed, 27 Nov - Wed, 27 Nov	1h 35min	Nonstop	NDC Red Edeal from USD 295.18 Round trip
QF 435	Qantas	73H	10:30 AM - 12:05 PM	Wed, 27 Nov - Wed, 27 Nov	1h 35min	Nonstop	NDC Red Edeal from USD 295.18 Round trip

- 1 Outbound flight details.
- 2 Return flight options

To go back to the search results for any leg of the itinerary, simply click on the itinerary summary (1).



FARE UPSSELLS

After flight selection, the next step in the workflow is to choose the preferred fare. The fares displayed are from all sources and the fare card contains additional details about the brand.

The screenshot shows the Sabre flight selection interface. At the top, there are navigation tabs for 'Flights', 'Hotels', and 'Cars'. Below this, the 'FLIGHTS' section shows a search for MEL to SYD on 21NOV2024 to 27NOV2024. The flight summary shows two selected flights: QF 418 (MEL to SYD) and QF 437 (SYD to MEL). Below the flight summary, there are two fare cards. The first card is for the lowest available fare (NDC Economy Flex) with a total price of 1084.14 USD. The second card is for an upsell fare (NDC Flexible Business) with a total price of 1835.38 USD. The interface includes various filters and options like 'Compare Fares', 'Combine By Leg', and 'Commission'. A 'SELECT FARE' button is visible at the bottom right.

- 1 Summary of the flights chosen from the shop response.
- 2 Lowest available fare for the itinerary.
- 3 Upsell fares in order of lowest to highest fare. Each card displays:
 - Number of available seats at selected price (when card selected)
 - Brand name
 - Total amount
 - Indicators to call out mark-up, commission, fare type and discounts.
 - Brand inclusions, baggage, the flexibility of the fare and if a seat is free or paid.
 - Icon to display full fare rules for Sabre fares and a fare description for NDC offers.
- 4 Display a more detailed comparison of the upsell fares returned.



- 5 Select a different brand for each leg of the journey (only available for NDC content).
- 6 Filter the upsells to only show those that contain commission.
- 7 Scroll across to see more options.
- 8 Proceed to the next step after fare selection.

Use your mouse to hover over the fields displayed in bold to see an informational tooltip.

The screenshot displays the 'Available fares' section with the following details:

- Available fares** | Compare Fares | Combine By Leg | Commission
- Fare 1:** NDC, Red Deal, 9 seats left. Total USD **295.18**. Markup: None, Commission: None, Fare type: Public, Discount: None. Baggage: 1 bag, Changeability: 108.18 AUD, Refundability: Non refundable, Seat selection: No data.
- Fare 2:** Economy. Total USD **1084.14**. Breakdown: Base fare USD 506.27, Taxes/Fees USD 35.80, Total USD 542.07. Markup: None, Commission: None, Fare type: Public, Discount: None. Baggage: 1 bag, Changeability: Changeable, Refundability: 98.00 AUD, Seat selection: No data.
- Fare 3:** NDC, Business. Total USD **1138.34**. Markup: None, Commission: None, Fare type: Public, Discount: None. Baggage: 2 bags, Changeability: Changeable, Refundability: Refundable, Seat selection: No data.
- Fare 4:** SABRE, Economy Flex. Total USD **1149.60**. Ticket by: 05 Oct 11:59 PM. Markup: None, Commission: None, Fare type: Public, Discount: None. Baggage: 1 bag, Changeability: Free, Refundability: 125.00 USD, Seat selection: Free.
- Fare 5:** SABRE, Business. Total USD **1343.60**. Markup: None, Commission: None, Fare type: Public, Discount: None. Baggage: 2 bags, Changeability: Free, Refundability: Free, Seat selection: Free.
- Fare 6:** NDC, Flexible Business. Total USD **1835.38**. Markup: None, Commission: None, Fare type: Public, Discount: None. Baggage: 2 bags, Changeability: Changeable, Refundability: Refundable, Seat selection: No data.

9 (Tooltip over Fare 2 Total): Base fare USD 506.27, Taxes/Fees USD 35.80, Total USD 542.07

10 (Tooltip over Fare 4 Ticket by): 05 Oct 11:59 PM

SELECT FARE

- 9 Fare breakdown, including brand name(s) base fare, taxes/fees, and total per passenger type.
- 10 Ticketing timeline indicator, usually displaying PCC local time.



COMPARE FARES

Compare fares displays an expanded fare card so you can easily compare in more detail what is included in each brand.

The screenshot shows a 'Compare fares' window with the following details:

- Available fares (7)**: Options, ADT, Commission
- Fare 1 (NDC Red Ideal)**: Total USD 295.18. Includes: Markup: None, Commission: None, Fare type: Public, Discount: None. Conditions: 1. Changes: Before Day Of Scheduled Departure... 2. Cancellations: Non-Refundable... 3. Name Changes: Permitted With A Name Change Fee...
- Fare 2 (NDC Economy Flex)**: Total USD 1084.14. Includes: Markup: None, Commission: None, Fare type: Public, Discount: None. Conditions: 1. Changes: Changes Are Permitted... 2. Cancellations: Permitted With A Cancellation Fee... 3. Name Changes: Permitted With A Name Change Fee...
- Fare 3 (SABRE Economy Flex)**: Total USD 1149.60. Includes: Markup: None, Commission: None, Fare type: Public, Discount: None. Inclusions: Domestic Name Change Fee, Same Day Change, Change Before/After Departure, Refund Before/After Departure, Carry On Up To 7kg, Extra Bag For Pc Allowance, Second Excess Bag, Pre Paid Baggage, Standard/Premium Seating, Meal Or Snack, Complimentary Beverages, In Flight Entertainment.
- Fare 4 (SABRE Business)**: Total USD 1343.60. Includes: Markup: None, Commission: None, Fare type: Public, Discount: None. Inclusions: Domestic Name Change Fee, Same Day Change, Change Before/After Departure, Refund Before/After Departure, Carry On Up To 7kg, Extra Bag For Pc Allowance, Second Excess Bag, Pre Paid Baggage, Standard/Premium Seating, Meal Or Snack, Complimentary Beverages, In Flight Entertainment.
- Fare 5 (NDC Business)**: Total USD 1489.36. Includes: Markup: None, Commission: None, Fare type: Public, Discount: None. Conditions: 1. Changes: Changes Are Permitted... 2. Cancellations: Before Departure... 3. Name Changes: Permitted... 4. Inclusions On Qantas Operated Flights... 5. Qantas Frequent Flyer Benefits...
- Fare 6 (NDC Flexible Business)**: Total USD 1835.38. Includes: Markup: None, Commission: None, Fare type: Public, Discount: None. Conditions: 1. Changes: Changes Are Permitted... 2. Cancellations: Before Departure... 3. Name Changes: Permitted... 4. Inclusions On Qantas Operated Flights... 5. Qantas Frequent Flyer Benefits...

Use the filters to refine the view to easily compare the brands you are most interested in.

The screenshot shows the 'Options' filter menu open, with the following selections:

- Red Ideal / Red Ideal (NDC)
- Economy Flex / Economy Flex (NDC)
- Economy Flex
- Business
- Business / Business (NDC)
- Flexible Business / Flexible Business (NDC)
- Flexible Business

The fare cards below show the filtered results:

- Fare 1 (NDC Business)**: Total USD 1489.36. Includes: Markup: None, Commission: None, Fare type: Public, Discount: None.
- Fare 2 (NDC Flexible Business)**: Total USD 1835.38. Includes: Markup: None, Commission: None, Fare type: Public, Discount: None.
- Fare 3 (SABRE Flexible Business)**: Total USD 1888.60. Includes: Markup: None, Commission: None, Fare type: Public, Discount: None.



COMBINE BY LEG

Some NDC airlines support single offers by leg for round trip itineraries, when available, the Combine by leg option will be active. Once open, you can select the preferred brand for each leg and combine them to create a single offer.

Note – not all brands are combinable, you will receive a warning message at the next step of the workflow if the brands you have chosen are not combinable.

The screenshot shows the 'Combine by leg' interface with the following details:

- Leg 1:** MELBOURNE, MELBOURNE AIRPORT, Victoria, Australia to SYDNEY, SYDNEY KINGSFORD SMITH AIRPORT, New South Wales, Australia.
 - Option 1: NDC Red Edeal, Total USD 147.59
 - Option 2: NDC Economy Flex, Total USD 542.07
 - Option 3: NDC Business (3 seats left), Total USD 744.68 (Selected)
 - Option 4: NDC Flexible Business, Total USD 917.69
- Leg 2:** SYDNEY, SYDNEY KINGSFORD SMITH AIRPORT, New South Wales, Australia to MELBOURNE, MELBOURNE AIRPORT, Victoria, Australia.
 - Option 1: NDC Red Edeal, Total USD 147.59
 - Option 2: NDC Economy Flex (9 seats left), Total USD 542.07 (Selected)
 - Option 3: NDC Business, Total USD 744.68
 - Option 4: NDC Flexible Business, Total USD 917.69

Buttons at the bottom right: CLOSE, SELECT FARE.

- 1 Filter the upsells to only show those that contain commission.
- 2 Click on the preferred brand for the outbound leg.
- 3 Click on the preferred brand for the return leg.
- 4 Select fare will take you to the next step in the flow and combine the brands into a single offer.



PRICING NDC

When selecting an NDC offer, before you can create the reservation, you will be taken to the pricing screen. Pricing is a separate step for NDC and is where the airline provides more details about the chosen offer, such as offer and ticketing time limits, commission, a more detailed fare description plus baggage and embargo information.

PRICING

Pricing Options
Reprice with form of payment, frequent flyer or unused ticket.

QF 402 Qantas MEL - Melbourne 20DEC, 6:10 AM → SYD - Sydney 20DEC, 7:35 AM Economy K
QF 463 Qantas SYD - Sydney 20DEC, 4:00 PM → MEL - Melbourne 20DEC, 5:35 PM Economy K

Offer time limit 19m 54s (1) Ticketing time limit 12 OCT 11:59 PM (2)

NDC USD 1061.40

Passenger Type	Count	Baggs	Base Fare USD	Taxes / Fees / Charges USD	Total USD
Adult	1	(3)	991.00	70.40	1061.40

ADULT

KFOA

FARE RULES Change: Allowed Change before: MIN 0.00 AUD, MAX 0.00 AUD Change after: MIN 0.00 AUD, MAX 0.00 AUD Cancel: Allowed Cancel before: MIN 90.00 AUD, MAX 90.00 AUD Cancel after: MIN 90.00 AUD, MAX 90.00 AUD (4)

NOTES Qantas Frequent Flyers could earn Qantas Points and Status Credits for this booking. Terms and conditions apply. (5)

FARE DESCRIPTION ECONOMY FLEX (6) **BAGGAGE, EMBARDO & MILEAGE INFORMATION** VIEW ALL (7) **TAXES, FEES, CHARGES & FARE CALC** VIEW ALL (8) **SEAT MAP** SEAT MAP (9)

REPRICE CONTINUE

- 1 NDC offer time limit, usually 20 to 30 minutes. The offer will expire after that time.
- 2 Ticketing time limit, data provided by the airline as to when the ticket needs to be issued by.
- 3 Baggage details for the offer
- 4 Changeability data
- 5 Airline notes related to the offer
- 6 Fare description
- 7 Baggage, embargo, and mileage information
- 8 A breakdown of taxes, fees, charges, and a fare calculation
- 9 A view only seat map



BOOK

CREATE RESERVATION

Once you have selected a fare, the next step is to add passenger details. If the traveler has a profile and the data elements have been moved into the reservation, then those passenger data elements will auto-populate into the flight reservation modal.

Flight reservation

QF 462 Qantas	4:00 PM - 5:25 PM Sun, 17 Nov - Sun, 17 Nov	1h 25min MEL - SYD	Nonstop	Business C 2 passengers	SABRE Business USD 1343.60
QF 427 Qantas	9:00 AM - 10:35 AM Wed, 27 Nov - Wed, 27 Nov	1h 35min SYD - MEL	Nonstop	Business C 2 passengers	

TRAVELER INFORMATION

Traveler details must match government-issued ID used to check-in with airline

Traveler 1 - Adult

Title / Prefix (optional)	First name	Middle name (optional)	Last name
Select	Sarah		Smith
Suffix (optional)	Date of birth	Gender	<input checked="" type="checkbox"/> Airline notifications refused ⓘ
Select	01JUN1999	Female	

Additional information ^

- Frequent flyer
- Passport
- Visa
- Secure flight information

Traveler 2 - Infant without a seat

Title / Prefix (optional)	First name	Middle name (optional)	Last name
Select	Billy		Smith
Suffix (optional)	Date of birth	Gender	Adult Traveler
Select	01JAN2024	Female infant	Smith Sarah

Additional information v

CONTACT INFORMATION

Traveler contact

Traveler	Phone number	Email address
Smith Sarah	12548759658	sarah@smith.com

PAYMENT INFORMATION (optional) v

CANCEL CONFIRM & CONTINUE



- 1 Summary of the air itinerary and price.

- 2 Enter passenger details for first passenger, date of birth and gender are mandatory.

- 3 Airline notification refusal.

- 4 Additional passenger information, frequent flyer, passport, visa, and secure flight.

- 5 Enter passenger details for second passenger.

- 6 Passenger contact information, phone number and email address.

PAYMENT INFORMATION (optional) ^

Card number	Card type 1	Expiration date	First name 2
<input type="text" value="EX. 0000 0000 0000 0000"/>	<input type="text" value="2 letter code"/>	<input type="text" value="MM - YY"/>	<input type="text"/>
Last name			
<input type="text"/>			

CANCEL
CONFIRM & CONTINUE

- 1 Card number, type, and expiration date. Card type will auto-populate when entering the card number.

- 2 Cardholder first and last name

CONFIRMATION

After completion of the flight reservation details you will receive a confirmation that your flights have been successfully booked and prompted to continue.

Example of an NDC order confirmation.

ORDER CONFIRMATION

✔ Order has been created successfully

Order ID: QF081HR16Z5A2 | Order not guaranteed until ticketed.

	QF 402 Qantas	6:10 AM - 7:35 AM Fri, 20 Dec - Fri, 20 Dec	1h 25min MEL - SYD	Nonstop	Economy K 1 passenger	
	QF 463 Qantas	4:00 PM - 5:35 PM Sun, 29 Dec - Sun, 29 Dec	1h 35min SYD - MEL	Nonstop	Economy K 1 passenger	NDC Economy Flex USD 1061.40

CONTINUE



Example of a Sabre booking confirmation.

BOOKING CONFIRMATION

✓ **Reservation successful, flight segments added**
 Airline confirmation: QOITLG (VA) Status: Confirmed (HK) Fare not guaranteed until ticketed, purchase to ticket

Melbourne (MEL) - Perth (PER) VA 687 01 Jan 2:55 pm - 4:10 pm Nonstop L Economy **USD 573.80**

[SEAT MAP](#) [AIR EXTRAS](#)

CONTINUE

VIEW RESERVATION

The reservation view shows a summary of the full reservation.

RESERVATION RHARMV In progress **1** CLOSE

SARAH KILLEN 1 traveler 1 866 816 2337 **2** Fri, Dec 20th - Wed, Jan 1st Melbourne to Perth **USD 2285.41** Approximate total price **3**

HOLD RESERVATION **PURCHASE RESERVATION**

Summary **4** **SHARE** **5**

1	6	Multiple airlines Melbourne - Sydney, Melbourne, Perth	Fri, Dec 20th	Economy 1 traveler	USD 1635.20 Confirmed
2	7	MARRIOTT MELBOURNE Confirmation: 78479548 Cnr Exhibition And Lonsdale St, Melbourne, AU	Sun, Dec 1st Check-in	Mon, Dec 2nd Check-out 1 night 1 room, 1 guest	AUD 299.00 Per night AUD 299.00 Confirmed
3	8	National Car Rental Fullsize 4-5 Door Confirmation: 1300352579COUNT Pick-up/Drop-off: MEL - Melbourne	Thu, Dec 5th 10:00 am	Sat, Dec 7th 10:00 am Unlimited	AUD 229.30 Daily rate AUD 660.01 Confirmed

- 1 Reservation ID (6-alpha characters) and reservation status.
- 2 Passenger name, number of travelers, passenger contact, itinerary summary total approximate price for the full reservation.
- 3 Hold and Purchase reservation – Queue placement function



- 4 Share reservation – send an email containing reservation details

- 5 Summary menu to view & add remarks, view history, delete segments & cancel reservation.

- 6 Air booking summary:
 - Airline logo – if multiple airlines then a generic logo will display.
 - Origin and destination
 - Date and time of departure
 - Cabin & number of travelers
 - Approximate cost of all air tickets

- 7 Hotel booking summary

- 8 Car booking summary

The air booking summary can be expanded to view more details and is separated into sections that can be displayed by clicking on each individual tab on the left hand side of the screen.

← **RESERVATION** QGHCJP ✓ Purchased CLOSE

SARAH KILLEN
1 traveler

1 866 816 2337

Thu, Dec 19th - Sun, Nov 17th
One way, Melbourne to Melbourne

USD **886.00**
Approximate total price

HOLD RESERVATION
PURCHASE RESERVATION

Summary Original total

		Multiple airlines One way, Melbourne - Melbourne	Sun, Nov 17th 7:00 am	Economy 1 traveler	USD 886.00 ✓ Ticketed
--	--	-----------------------------------------------------	--------------------------	-----------------------	-----------------------------------------------------------------------

FLIGHTS

TRAVELERS

ORDERS

SERVICES

TICKETS

REMARKS

Traveler	Flights	Ticket By	Total USD	OB Fees	Type	Status
Sarah Killen	MEL • SYD	10 OCT	353.70	0.00	PQ1	✓ Ticketed
Sarah Killen	SYD • MEL		532.30		NDC	✓ Ticketed



FLIGHTS

Flights tab, where you can view the full flight details for the reservation.

RESERVATION QGHCJP ✓ Purchased CLOSE

SARAH KILLEN
1 traveler
1 866 816 2337
Thu, Dec 19th - Sun, Nov 17th
One way, Melbourne to Melbourne
USD **886.00**
Approximate total price
HOLD RESERVATION PURCHASE RESERVATION

Summary SHARE

1 Multiple airlines
One way, Melbourne - Melbourne
Sun, Nov 17th
7:00 am
Economy
1 traveler
USD **886.00**
✓ Ticketed CHANGE

Flight	From • To	Date	Time	Cabin & Class	Confirmation	Seats	Status
VA 0811	MEL • SYD	17 Nov	7:00 AM - 8:25 AM	ECONOMY (L)	TUHPID	1	✓ Confirmed
QF 401	SYD • MEL	19 Dec	6:00 AM - 7:35 AM	ECONOMY (K)	4FQBW	1	✓ Confirmed

3 Service Fee USD **0.00**

Trip Summary
QGHCJP
Travelers (1)
1.1 KILLEN, SARAH (ADT)
Air (2)
MEL • SYD 17 Nov 7:00 AM-8:25 AM
SYD • MEL 19 Dec 6:00 AM-7:35 AM
Hotel (0)
Car (0)
Tickets (2)
TE 7957091669241-AT KILLE/S 3YAB*HSL
08 Oct 2024 7:29 AM *
TO 0815755293469 XX KILLEN/S 3YAB*HSL
08 Oct 2024 7:33 AM
Seats (0)
Air Extras (0)
Other (0)
VIEW RESERVATION

- 1 Flight details:
 - Flight number
 - Origin and destination
 - Date of travel
 - Arrival and departure time
 - Cabin and class of service
 - Airline confirmation number
 - Number of seats
 - Status of flights
- 2 Change a previously ticketed flight reservation
- 3 Trip Summary displays the flight details



TRAVELERS

Traveler data can be found in multiple places in the reservation view. In the summary bar at the top of the screen you can see traveler data that is common across the whole reservation. In the traveler section of the air reservation view you will find data that pertains specifically to the air booking, such as frequent flyer, secure flight, passport and visa etc.

The screenshot shows the Sabre reservation interface for a flight reservation. At the top, it displays the reservation ID 'QGHCJP' and the status 'Purchased'. The traveler is identified as 'SARAH KILLEN' with 1 traveler. The flight is a round trip from Melbourne to Sydney, scheduled for Thursday, Dec 19th to Sunday, Nov 17th, with an approximate total price of USD 886.00. The interface includes buttons for 'HOLD RESERVATION' and 'PURCHASE RESERVATION'. Below the summary, there is a section for 'TRAVELERS' with a table listing the traveler's details. A tooltip for 'Seats' shows the assigned seat '10F' for the flight 'VAD811 MEL SYD'. An expanded drawer for 'SECURITY INFORMATION' shows passport and visa details, and an 'EMERGENCY CONTACT' section is also visible.

Traveler	Type	Date Of Birth	Gender	Frequent Flyer	Seats
Sarah Killen	Adult (ADT)	06 Jan 1999	Female		VAD811 MEL SYD 10F

SECURITY INFORMATION			
Passport	Visa	Redress	Traveler number
7845236569	No value	7845215421542	No value

EMERGENCY CONTACT		
Name	Phone	Email
	78594512698	s@s.com

- 1 Traveler details:
 - Traveler(s) name
 - Passenger type
 - Date of birth
 - Gender
 - Frequent flyer number
- 2 Assigned seat numbers with a tooltip that displays the seat assigned to each flight in the reservation
- 3 In the expanded drawer for each passenger, you can view:
 - Security information:
 - Passport number
 - Visa details (if applicable)



- Redress number
 - Known traveler number
- Emergency contact:
- Name
 - Phone number
 - Email address

ORDERS

Orders is where you will find price information for each flight in the reservation, including Price Quotes (PQs) for Sabre fares, NDC orders for NDC bookings and Price Quote Retention (PQRs) for Sabre exchange price quotes. Each drawer can be expanded to view more details.

The screenshot shows a Sabre reservation interface for a flight from Melbourne to Sydney. The reservation is for Sarah Killen, a 1 traveler, with a total price of USD 886.00. The flight is on Sun, Nov 17th. The interface includes a summary section and an 'ORDERS' section. The 'ORDERS' section contains a table with columns: Traveler, Flights, Ticket By, Base Fare, Equivalent Fare, Taxes / Fees / Charges, OB Fees, Type, and Status. A tooltip is shown over the 'Taxes / Fees / Charges' column, displaying: Base Fare: AUD 491.16, Equivalent Fare: USD 334.00, Taxes / Fees / Charges: USD 19.70. The table shows a single order for Sarah Killen on the MEL to SYD flight, with a status of 'Ticketed'. Below the table are sections for 'FARE RULES', 'TAXES/FEES/CHARGES & FARE CALC', 'BAGGAGE INFORMATION', and 'NOTES', each with a 'VIEW ALL' button. A 'Service Fee' of USD 0.00 is also visible at the bottom.

1 Total price with a tooltip showing the breakdown for each passenger type.

2 Type of fare, PQ (Price quote record) PQR (Price quote retention) for Sabre bookings.



- 3 Status – Confirmed, pending, ticketed, or cancelled, on the waitlist, unconfirmed waitlist, schedule change, unconfirmed.
- 4 Changeability information and full fare rules (Sabre)/ fare description (NDC)
- 5 Widgets to view taxes, fees & charges, baggage information and fare notes
- 6 Type of fare, NDC order.

SERVICES

Services such as free or paid meals, mobility items such as wheelchairs and oxygen and other service information, for example, advising the airline your passenger is a VIP can be added to the air reservation from the services tab in the air drawer.

The screenshot shows the Sabre reservation interface for a flight reservation. At the top, it displays 'RESERVATION POJAUK' with a 'Purchased' status and a 'CLOSE' button. The reservation details include the traveler 'SARAH KILLEN', phone number '1 866 816 2337', and flight dates 'Sun, Jan 26th - Mon, Jan 20th' from 'Perth to Melbourne'. The approximate total price is 'USD 11101.60'. Below this, there are buttons for 'HOLD RESERVATION' and 'PURCHASE RESERVATION'. A 'Summary' section shows flight details: 'Multiple airlines Perth - Sydney, Melbourne, Sydney, London, Perth, Melbourne', dates 'Mon, Jan 20th' to 'Sat, Feb 8th', and 'Multiple cabins 1 traveler' for 'USD 11101.60' (Ticketed). The 'SERVICES' tab is active, displaying a table of service requests:

Code	Description	Passenger	Quantity	Status
SSR	TKNE	HK1 PERSYD0562L20JAN/7957091669187C1	VA 0562	Sarah Killen
SSR	Veg Vegan Meal	UN1 PERSYD0562L20JAN	VA 0562	Sarah Killen
MSR	Strict Vegetarian Meal		QF 440	
MSR	Strict Vegetarian Meal		QF 1	
MSR	Strict Vegetarian Meal		QF 10	
MSR	Strict Vegetarian Meal		QF 782	Confirmed
ASR	this is a free text airline service request		QF	

A menu on the right side of the service requests table lists the following options: 1. ADD, 2. Special Service Request, 3. Other Service Information, 4. Air Extras, 5. Mobility & Service Request, and 6. Airline Service Request.

The menu displayed to the user is intuitive and will display Special Service Requests, Other Service Information and Air Extras if a Sabre air booking is present in the reservation. Mobility & Service Request



and Airline Service Requests are displayed if an NDC order is present in the reservation. This is because the booking flows for Sabre and NDC services is different.

- 1 Add a service to the air reservation
- 2 Request a special service for a Sabre air booking such as vegetarian meal or wheelchair. (SSR)
- 3 Add other service information to a Sabre air booking.(OSI)
- 4 Book air extras to a Sabre air booking such as extra bags or sports equipment.(AE)
- 5 Request a service such as wheelchair, or paid air extra such as extra baggage to an NDC order (MSR)
- 6 Add an airline service request to an NDC order (ASR)

Service requests are displayed for each flight and for each passenger.

TYPE	REQUEST	COMMENTS	AIRLINE	FLIGHTS	TRAVELER	PRICE	STATUS
SSR	Veg Vegan Meal	QF KK1 SYDSIN0001H17DEC	AA	0001	Ula Kaluska		Confirmed
SSR	Veg Vegan Meal	NN1 SYDSIN0001H17DEC	QF	0001	Ula Kaluska		Pending
SSR	Meet and Assist	NN1 SYDSIN0001H17DEC/PLEASE ASSIST THIS PERSON	QF	0001	Ula Kaluska		Pending
OSI		WATER ALL TRIP LONG	QF				
MSR	Excess Baggage Piec		SQ	221		40.00 USD	HD

- 1 Add a service to the air reservation
- 2 Type of Service request, the code displayed links to the list when adding a service, i.e., MSR = Mobility Service Request, SSR = Special Service Request
- 3 Request, such as Vegan meal or TKNE ticket number confirmation
- 4 Comments from the airline, not all service request types will receive a response back from the airline.



- 5 Airline + Flight number the service was requested for.
- 6 Name of the traveler the service was requested for.
- 7 Price of the service, not all service request types are free of charge.
- 8 Status of the service request, UNCONFIRMED, CONFIRMED OR PENDING.

1

Multiple airlines
Perth - Sydney, Melbourne, Sydney, London,
Perth, Melbourne

Mon, Jan 20th Sat, Feb 8th

Multiple cabins
1 traveler

USD **11101.60**

Ticketed

FLIGHTS

TRAVELERS

ORDERS

SERVICES

TICKETS

REMARKS

SERVICE REQUESTS + ADD

Type	Request	Comments	Airline	Flights	Traveler	Price	Status
AE	SSR	PDLG (1s Lounge)	VA	0562	Sarah Killen	6.70 USD 11	
AE	SSR	undefined (Va Carbon Offset)	VA	0562	Sarah Killen	2.50 USD	
AE	SSR	ASVC (Unaccompanied Minor Fee)	VA	0562	Sarah Killen	40.40 USD	
SSR	Veg Vegan Meal	VA UN1 PERSYD0562L20JAN	AA	0562	Sarah Killen		Unconfirmed
SSR	TKNE	HK1 PERSYD0562L20JAN/7957091669187C1	VA	0562	Sarah Killen		Confirmed

Hotel (0) v

Car (0) v

Tickets (3) ^

TE 7957091669187-AT KILLE/S 3YAB*HSL
01 Oct 2024 7:40 AM *

TO 0815755223103 XX KILLEN/S 3YAB*HSL
01 Oct 2024 6:47 AM

TO 0815755223114 XX KILLEN/S 3YAB*HSL
01 Oct 2024 6:54 AM

Seats (0) v

Air Extras (3) ^

PER SYD KILLEN, SARAH i

1s Lounge 12 USD6.70

Va Carbon Offset USD2.50

Unaccompanied Minor Fee USD40.40

Other (0) v

VIEW RESERVATION

- 11 Cost of a paid service.
- 12 Summary list of the services booked for a Sabre air booking.



TICKETS

Go to Tickets to view all the air tickets for your reservation. Each ticket drawer can be expanded to see more details. Sabre and NDC ticket data differs, the below tables and screen shots outline those differences.

RESERVATION POJAUK Purchased CLOSE

SARAH KILLEN
1 traveler 1 866 816 2337 Sun, Jan 26th - Mon, Jan 20th
Melbourne to Melbourne USD **20101.60**
Approximate total price

HOLD RESERVATION PURCHASE RESERVATION

Summary SHARE

1 Multiple airlines
Melbourne - Sydney, London, Perth, Melbourne Mon, Jan 20th
3:15 pm Sat, Feb 8th Multiple cabins
1 traveler USD **11101.60**
Ticketed

TICKETS	Type	Ticket/EMD Number	Issue Date	Ticket Details	Ticket/EMD Status
TICKET	1	7957091669187	01 OCT	AT KILLEN/S *HSL	6
TICKET		0815755223103	01 OCT	XX KILLEN/S 3YAB*HSL	
TICKET		0815755223114	01 OCT	XX KILLEN/S 3YAB*HSL	

- 1 Type of ticket, i.e. Ticket, Electronic Miscellaneous Document (EMD) or Miscellaneous Charge Order (MCO)
- 2 Ticket/EMD number – starting with 3 letter airline code
- 3 Issue date
- 4 Ticketing agent details – Sabre
- 5 Ticketing agent and PCC details – NDC
- 6 Status of ticket – OPEN, VOID, REFUND, EXCHANGE



View after expanding the drawer for a Sabre ticket.

RESERVATION POJAUK Purchased CLOSE

SARAH KILLEN
1 traveler

1 866 816 2337

Sun, Jan 26th - Mon, Jan 20th
Melbourne to Melbourne

USD **20101.60**
Approximate total price

HOLD RESERVATION PURCHASE RESERVATION

Summary SHARE

1 Multiple airlines
Melbourne - Sydney, London, Perth, Melbourne

Mon, Jan 20th
3:15 pm

Sat, Feb 8th

Multiple cabins
1 traveler

USD **11101.60**
Ticketed

TICKETS CHANGE

Type	Ticket/EMD Number	Issue Date	Ticket Details			Ticket/EMD Status
TICKET	7957091669187	01 OCT	AT KILLEN/S *HSL			
PASSENGER NAME: Sarah Killen						
PNR: POJAUK/PCC: 3YABIATA: 52812874/Endorsements/Restrictions: RESTRICTIONS APPLY/NONEND/PENALTIES APPLY						
Coupon	Airline	Class	Date	Not valid before	Not valid after	From To Time Booking status Fare code Coupon status
1	VA	L	20 JAN		2025-01-20	PER SYD 03:15 OK LZFL0 OPEN
Form of payment		Base fare AUD		Equiv fare USD		Total USD
CA			823.14		568.00	593.50
TAXES/FEES/CHARGES & FARE CALC		AIR EXTRAS		TICKET RECEIPT		
VIEW ALL						

- 1 Passenger name
- 2 Reservation record locator, agency pseudo city code (PCC) and IATA number
- 3 Ticket endorsements
- 4 Ticket coupon data:
 - Coupon number
 - Airline
 - Class of service
 - Date of travel
 - Not valid before & after dates
 - Origin and destination
 - Departure time
 - Booking status
 - Fare basis code
- 5 Coupon status – OPEN, USED, VOID, REFUND, EXCHANGED
- 6 Form of payment (cash or credit card) Base fare, equivalent amount, and total amount



7 Taxes, fees, charges, Air Extras, and Ticket receipt widgets

View after expanding the drawer for an NDC ticket.

The screenshot shows the Sabre reservation interface for a flight reservation. At the top, it displays 'RESERVATION POJAUK' with a 'Purchased' status and a 'CLOSE' button. The reservation details include the traveler 'SARAH KILLEN', phone number '1 866 816 2337', and flight dates 'Sun, Jan 26th - Mon, Jan 20th' from Melbourne to Melbourne, with an approximate total price of USD 20101.60. Below this is a 'Summary' section showing 'Multiple airlines' and a total price of USD 11101.60. The 'TICKETS' section lists four coupons with their respective details. A table below shows the 'Form of payment' breakdown, including 'Base fare USD' and 'Taxes/Fees/Charges USD'. A 'TICKET RECEIPT' link is visible at the bottom.

Coupon	Airline	Flight	Class	Date	From	To	Time	Fare code	Coupon status
1	QF	775	D	25 JAN	MEL	PER	2:25 PM		EXCHANGED
2	QF	9	C	25 JAN	PER	LHR	7:20 PM		EXCHANGED
3	QF	10	C	05 FEB	LHR	PER	11:50 AM		EXCHANGED
4	QF	776	Y	06 FEB	PER	MEL	2:00 PM		EXCHANGED

Form of payment	Base fare USD	Taxes/Fees/Charges USD	Total USD
CASH	9993.00	488.00	10481.00

1 Reservation record locator

- 2 Ticket coupon data:
- Coupon number
 - Airline
 - Flight number
 - Class of service
 - Date of travel
 - Origin and destination
 - Departure time
 - Fare basis code

3 Fare basis code

4 Coupon status – OPEN, VOID, REFUND, EXCHANGED



- 5 Form of payment (cash or credit card) Base fare, taxes, and total amount
- 6 Ticket receipt widget

REMARKS

You can add and view reservation remarks in the last section of the reservation view for air. Remarks added here relate to the itinerary only. To add other types of remarks to your reservation, use the menu next to SHARE.

- 1 Line number of remark in reservation
- 2 The segment the remark relates to, if blank, then the remark relates to the whole air itinerary
- 3 Itinerary remarks, that a free text
- 4 Add remark modal
- 5 Form of payment (cash or credit card) Base fare, taxes, and total amount
- 6 Ticket receipt widget



SERVICING AIR

Air servicing is an optional feature of Sabre Red Launchpad and has a separate user guide that can be found on Sabre Central.

Sabre[®]