HOTELOGIX SPRING 2017

RELEASE NOTES

Hotelogix 2.0

HOTELOGIX
smart hoteliering

www.hotelogix.com

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Hotelogix Spring 2017 Release Notes

HOTELOGIX
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Top Features & Enhancements

Hotelogix now connected with ShawMan (Ultra POS)

We have implemented the first level of integration with a third-party POS **ShawMan - Ultra POS**.

Click here to learn more.

Hotelogix connects with Alif – Third Party Accounting Software

Hotelogix connects with **Alif** – a **specialized Accounting System** ideally used by Hotels that not only takes best care of your day to day accounting requirements but also gives a host of **MIS reports** such as Balance Sheet, Profit & Loss Account, Trial Balance etc. that can be generated for any period of your choice.

Click here to learn more.

Hotelogix "Pocket PMS" goes live for Android

Hotelogix has made its **"Pocket PMS"** mobile PMS app live for **Android** users. Now, run your complete hotel on your **smartphone mobile** app.

Click here to learn more.

Mark your POS Orders "Complimentary" in Hotelogix

We are excited to introduce you to our newest feature: **marking POS Orders complimentary**. This will let you manage your POS Orders you wish to offer as "**complimentary**" with greatest ease.

Click here to learn more.

Integrating Key Card System into Hotelogix - a smart way to manage your Guest Stays

Hotelogix supports **generating keys for keyless locks operated by Key Cards** in your property. If there is already a Key Card System that you have been using at your Hotel Reception, you can now generate keys for every room in the reservation from your Hotelogix platform.

Click here to learn more.

Manage Folio discounts in your POS Orders

Enjoy the luxury of giving **Folio Discounts** i.e. Discount on Total Bill at your Point of Sale almost **hassle free**!

To give you ultimate flexibility, amount (before taxes) is now **set free for editing**.

Click here to learn more.

1. ANNOUNCING HOTELOGIX NEW FEATURES: APRIL 2017

1.1 Hotelogix now connected with ShawMan (Ultra POS)

We have implemented the first level of integration with a third-party POS **ShawMan - Ultra POS**. This will allow you to manage your Point of Sale from a more intuitive interface and post bills from ShawMan to Hotelogix PMS - it can be **a direct settlement, transfer to room** or a **City Ledger bill**.

All products from ShawMan will get captured as **"Custom Product"** in Hotelogix.

If you are interested in going live with Ultra POS, please send in your request (at support@hotelogix.com) and we will share the commercials.

1.2 Hotelogix "Pocket PMS" goes live for Android

Hotelogix has made its **"Pocket PMS"** mobile PMS app live for **Android** users. Now, run your complete hotel on your **smartphone mobile app.** Streamline your front desk activities and simplify tasks for your employees with the simplistic, user-friendly interface.

While the **beta version** allowed you to create new bookings, Check-In / Check-Out guests, manage payments and collections and perform other day to day operations smoothly from your smart phones and tablets, the upgraded version includes **many new exciting features** to help you streamline your work and improve productivity.

Some of the **key features** that were added and made live in this release are:

1. Multi-Property Management

2. Giving discounts and change stay dates at the time of creating the reservation

3. Uploading images, limited to maximum 5 in Guest Profile

4. Changing the Room or Room Type of a booking from Check-in List

5. Cancel Check-Ins and Check-Outs

6. Changing Rate Plan, stay duration and even the Pax once you have created the reservation

7. Home page revised to give you a snapshot on today's expected Check-Ins, Check-Outs and total available rooms

8. Changing Group Owner details

9. Easy-to-use Calendar to select a day and view its reservations and much more

Sooner, we will also be releasing our **"Scanner"** option. This is an amazing feature that will allow you to scan Driving License, Passport or Medical Card of the Guest and fetch his identification details to automatically fill in the Guest Profile.

Important - Hotelogix Pocket PMS is available **worldwide** and can be downloaded from the **Google Play Store**. It is approximately **10 MB** in size. Please note that currently we are offering a **free trial for 90 days** which is subject to change. So, once downloaded, the free trial will expire after 90 days from the day of first login. To continue enjoying the simplicity of managing your Hotel from your pocket, please contact Hotelogix Support Team at support@hotelogix.com.

1.3 Integrating Key Card System into Hotelogix- a smart way to manage your Guest Stays

Hotelogix supports **generating keys for keyless locks operated by Key Cards** in your property. If there is already a Key Card System that you have been using at your Hotel Reception, you can now generate keys for every room in the reservation from your Hotelogix platform.

This is an exceptionally brilliant feature that can be enabled for you as and when you require. You simply have to send your activation request at support@hotelogix.com.

Once this feature is live for your hotel, your system is ready to generate keys for Checked-In rooms in both Single and Group Reservations.

1.4 Hotelogix connects with Alif – Third Party Accounting Software

Hotelogix connects with **Alif** – a **specialized Accounting System** ideally used by Hotels that not only takes best care of your day to day accounting requirements but also gives a host of **MIS reports** such as Balance Sheet, Profit & Loss Account, Trial Balance etc. that can be generated for any period of your choice.

Alif allows accounting on the basis of **Internationally Accepted Accounting Principles**. Important Accounting Functions such as drilling down into the details of the voucher, voucher printing, reconciliation of Bank Balances with the Cash Book, posting of transactions upto any date, moving on to the next financial year as soon one year is over, grouping of Account Codes for the purpose of Balance Sheet, Profit & Loss A/c and also for MIS Analysis, etc. can be performed with great ease and simplicity. Special care is taken to keep the **system up-to-date** in terms of statutory compliances like **VAT, Sales Tax, etc**.

If you are already using Alif to manage your hotel accounts outside Hotelogix, **we are here with a solution**. You can now get connected with this **Back-Office Software Solution** from within Hotelogix and enjoy the ease of exporting your hotel's daily transactions to Alif.

1.5 Mark your POS Orders "Complimentary" in Hotelogix

We are excited to introduce you to our newest feature: **marking POS Orders complimentary**. This will let you manage your POS Orders you wish to offer as "**complimentary"** with greatest ease.

Simply click on the **Complimentary** check box, provided on the top left corner, at the time of creating an order in POS console. System will automatically set the **bill price to zero**. Do share your views on this **simple, yet powerful** innovation.

1.6 Hotelogix adds Daily Revenue and Posting Audit Reports in your Reports section

Two new reports **Daily Revenue** and **Posting Audit Reports** have been added under **Financial Reports** in the **Reports** section.

As the name suggests, the Daily Revenue Report gives a **summary** of the total revenue generated on a day along with MTD and YTD results, separately from each Point of Sale **at one central place.** The report also clearly lays down all the taxes payable to the government.

What amount have you earned from Room Charges today, how much revenue have you received till date in the current financial year from cancellations, No Shows or early/late Check-Ins and Check-Outs – **everything is transparent** on the report that can be viewed immediately after running the Night Audit.

Not only this, the report further allows the owners and managers to **compare the hotel's current performance to that of last year** and take efficient and timely remedial decisions which are **crucial for the financial growth of the hotel**.

Please note that revenue amounts shown in this report are **exclusive of taxes**.

Next is the **Posting Audit Report**, which is a **simple drill down** of the Daily Revenue Report. While Daily Revenue Report gives a snapshot of revenue generated from different POS points, this report gives the **room- wise break-up of revenue** generated in each POS.

The best part is – this **high-level report** captures every transaction after Night Audit that adds to the revenue of the Hotel. Where payments are made by Cash/Credit Card or transferred to City Ledger, the report shows the Folio Number that you can click to view its details.

You can **print** both the reports and also **export** them to PDF/Excel/CSV formats.

1.7 Hotelogix supports showing of tax breakups on Reservation Card and Booking Confirmation Email

Hotelogix now allows you to show **break-up of taxes** at the time of creating the reservation.

This means as soon a reservation is created on your system, you can now instantly **view the break-up of taxes charged for the booking on the Reservation Card itself**. To this effect, our revised default Check-In Card template now includes a **{{TAXBREAKUP}}** tag that will show break-up of taxes only if you have activated this feature for your property.

To avail this feature, simply go to your **Admin Console >> Hotel Custom Settings** and switch on the **Show Tax Break-up in Check-In Card** option. That's all!

Your guests too can have full access to tax break-up right from the beginning, i. e. immediately after confirming the booking in the confirmation emails if **Show tax Break-up in Confirmation Email** option is activated from your **Hotel Custom Settings** section.

Please note that the tax break up option will not work in cases of Rates set as Inclusive of taxes.

We hope this feature will help you **build trust and credibility with your customers**.

1.8 Let your guests know the Hold till time to convert their unconfirmed reservations into confirmed bookings

You can now go ahead and share the **hold till time** for the unconfirmed bookings with your guests. It will help you **chase most of your unconfirmed reservations and turn them into confirmed bookings**.

Including the hold till date and time in the confirmation emails acts as a **notification** to the guest to confirm the booking that will automatically release once the specified time-to-hold has elapsed.

1.9 Extending user permission levels to manage DNRs

For **enhanced security** on your FrontDesk, we have now added restrictions for users having **FrontDesk Read Only** rights. Hotelogix will not allow the Read Only users to add, edit or delete DNRs from FrontDesk. They can only view the DNR details.

So, if you have marked any room DNR for reasons like room maintenance or upgrades, etc., you can now be rest assured that no user unless authorized can make changes in the DNRs.

1.10 Hotelogix enhances the porting of reservation

Reservations ported to Hotelogix from other reservation systems will now be audit trailed and get captured in the Reservation Audit Trail. This will help you keep track of bookings that were ported to Hotelogix.

2. ENHANCEMENTS

2.1 Manage Folio discounts in your POS Orders

Enjoy the luxury of giving **Folio Discounts** i.e. Discount on Total Bill at your Point of Sale almost **hassle free**!

To give you ultimate flexibility, amount (before taxes) is now **set free for editing**. Click on the amount to enter the total/final price to be charged and the discount to the bill will automatically get applied. The Taxes and other amounts will be adjusted automatically.

We have one more surprise for you! Hotelogix now gives you the freedom to edit the **price of a product** at your POS. Any **discount** applied on the item will be **automatically calculated** by the system.

Hotelogix has **extended capability to manage discounts.** You can give Product discounts and Bill discounts – both in one Order.

2.2 Hotelogix makes managing of Complimentary Rooms more secure

You already have the flexibility to mark complimentary rooms at zero rates on your FrontDesk Tape Chart.

To **prevent rate changes in such bookings**, we have put some extra checks for complimentary rooms. You **cannot upgrade complimentary rooms** now. However, there is no restriction in moving the reservation to another room or room type. At the same time, system will **not allow you to edit the complimentary (zero) rates**.

This is a first level development of introducing "**marking of complimentary rooms**" simply from your FrontDesk. This feature is under development and will be released soon.

2.3 FrontDesk

Hotelogix releases Quick Tags for customization of Guest Information on Check-Out Cards

Up till now, you have been using the **{{NAME}}** and **{{ADDRESS}}** tags to show name and address respectively on your Check-Out Cards.

To give you more flexible and convenient options for handling your Guest information on Individual Reservation Check-Out Cards in Group Bookings, Hotelogix has introduced two new tags that will work **exclusively for the Guests**. These are **{{GUESTNAME}}** and **{{GUESTADDRESS}}.**

{{GUESTNAME}} will show Guest Name while **{{GUESTADDRESS}}** will show Guest Home Address.

Please note that above tags will work simply for **Group, TA & Corporate** and **Individual Reservation Check-Out Cards**.

Hotelogix FrontDesk Login Page redesigned for easier, more intuitive navigation

We are thrilled to announce that we have revamped our **FrontDesk login page** with you in mind. The new design is **cleaner, simpler and more intuitive**. Enjoy the fresh, responsive and modern look and enhance your user experience.

Customization options enhanced – Introducing {{RSVID}} and {{GROUPID}} tags in Check-In and Check-Out Cards

Hotelogix has introduced two new tags to **modify the default layout** and customize your Check-In and Check-Out Cards based on your hotel's specific needs.

The tags {**{RSVID}}** and **{{GROUPID}}** can now be used to define your Single and Group Reservation. The **{{RSVID}}** will show **Reservation ID** simply in Single and Group/TA/Corporate Individual Reservation Check-In and Check-Out Cards only. On the other hand, **{{GROUPID}}** will show **Group ID** and will work for **Group, TA & Corporate bookings** only.

2.4 Accounting

Xero Accounting enhanced

Welcome to the enhanced mode of Xero!

Hotelogix introduces efficient way to handle your refunds. Hotelogix now ensures that every payment, including negative are now synced to Bank A/c in Xero. For easy management of your accounts, all positive payments synced to Xero are now shown under **Deposits**. Such folios are prefixed with **DEP**. On the other hand, for every refund or any other negative payment to be synced to Xero, you can now raise a **Credit Note** which will be put under **Credit Note**. Please note that all negative payments are prefixed with **CRD**. Simple!

Let your complex accounts managed with simplicity and ease. To get this feature activated for your property, talk to us at support@hotelogix.com.

Furthermore, we have simplified syncing of payments to Xero. To avoid any payment sync issues, all payments will have a unique **Payment ID** (also called the **Reference ID**) that will be used to sync with Xero. In Hotelogix, you can view this Payment ID against each invoice from the list that shows transactions pending for synchronization. In Xero, these are captured under **Payment Description** in folios.

Please note that we have also included **translation of Xero links** that were added for automated account mapping in all the languages acceptable by the system. You can now view them in the same language you have chosen to use your FrontDesk and Accounts section.

2.5 Reports

Night Audit Reports enhanced

You can now have a close watch at the revenue generated from your site activities like **River Rafting**, **Zipline Tours**, **etc**. from your **Night Audit Reports** section.

The **Night Audit Counter Report** has been enhanced to capture all transactions running at your Activity POS counter wise.

We have further revised our **Night Audit Revenue Report** to show you revenue received from each activity in its detailed report after every Night Audit.

Exporting Direct Billing Reports

We are happy to upgrade our **Direct Billing Reports** by adding **Export** feature in both **Direct Billing Company** and **Direct Billing Travel Agent Reports**. Both the reports can now be exported to PDF, Excel and CSV formats.

Important enhancements in Occupancy Analysis Report

We have improved our **Occupancy Analysis Report** (under Analytical Reports) for more accuracy. Some of the revisions are:

First, the report now captures **revenue from day use rooms** as well. E.g. all revenue collected from early Check-In/Check-Out charges (in day use rooms) or FrontDesk Custom Charge added from Reservation Payments page can now be seen in the report.

Second, **day use rooms will not be considered sold**. Corrections in this respect have been made throughout the report.

Last but not the least, **House Use rooms will be considered sold** and shown excluded from Available Rooms.

Rate Variation Report enhanced to show discounts given in bookings

Hotelogix now lets you view **discount given to each booking** from the Rate **Variation Report** itself. One more column, **Rate Variance** that shows the difference between Actual Rate and Discounted Rate has been added to make the report more meaningful.

You can view this report under **Rate/Packages** in **Reports** section.

2.6 Channel Manager

Set Pay Terms Group Limit for Channel/OTA reservation(s)

By default, any deposit made while creating a group reservation on third party channels automatically sets the Pay Terms Group Limit. However, this feature is now **made more flexible** to work as per your business need. Your **Hotel Custom Settings** section now includes a **Set Pay Terms Group Limit for 3rd party reservation(s)** option. To help you set free from the limits, we have given you the option to turn this feature "**off**". This means that all deposits received from the OTA/online channels will not set any limits for the Group Owner and will **simply be captured as Booking Deposits** in the reservation.

Please note that you can switch on this feature as and when required.

Hotelogix extends support for Dynamic Pricing across channels

Hotelogix offers flexible and efficient decision support tool for room revenue maximization.

Till now, you have been using the **Dynamic Pricing** feature offered by Hotelogix to showcase the best competitive rates based on your hotel's occupancy at that time on FrontDesk, Web and CRS Console. We are happy to extend this feature for 3rd party reservations as well. **You can now manage and send dynamic rates to online channels from your Hotelogix Admin Console**.

Please note that to start enjoying this feature; you first need to enable **Dynamic Discounts for 3rd parties** from your **Hotel Custom Settings** section.

2.7 Payment Gateways

3G Direct Pay, now available on your FrontDesk, POS and Website

Hotelogix extends support for **3G Direct Pay** online payments. If you are a 3G Direct Pay user, you can now take payments from your **FrontDesk** (and also **POS**), running the transaction from the Reservation Payment page. Guests can now book and pay from your website itself, without redirecting them to the Payment Gateway page to make the payment.

Please contact **Hotelogix Support Team** at support@hotelogix.com for more details on its integration in your system.

2.8 Admin Console

Default Settings optimized

Please be informed that we have also optimized your **Default Settings** page in your **Admin Console** for improved web performance.

2.9 Housekeeping

"House Use" filter – Housekeeping Audit Trail

You can now track your House Use rooms from **Housekeeping Audit Trail**. The **House Use** filter available here has now been upgraded to show House Use Rooms as well.

2.10 Translations

Translation Issues resolved – Spanish Clients

Few translations throughout Hotelogix have been included for those users who have been using the system in **Spanish**. Please note that some translations pending in **FrontDesk Folios** have also been added.

KOT Translation Issue – Thailand Clients

One of our clients using the system in **Thai** also reported few translation issues in **KOT prints**. Please note that we have resolved these issues as well.

3. BUG FIXES

3.1 FrontDesk

Booking Deposits Tracker revised to exclude unconfirmed bookings

Booking Deposits Tracker will not show booking deposits pending /overdue from Temp and Hold till Reservations (unconfirmed bookings).

Log-out a user before deleting

Few important steps that will "**smoothen"** the process of Night Audit have been taken. Whenever logged-in users were deleted (and not logged out) from the system, system could not start the Night Audit for the Hotel due to logged- in users that no longer existed in the system. We have rectified this issue now. From now on, **deleting any logged-in user will first automatically log out and then delete the user** from the system.

3.2 Point of Sale (POS)

KOT Print issues resolved

System encountered few **browser compatibility issues** in KOT printing. To resolve these issues, we have now upgraded to **a cross-browser and a cross-platform plugin for printing.** You can now be assured that whenever an order is confirmed or updated, it will print the Kitchen Order Ticket in the respective kitchen as it was doing before.

Please note that in addition to **Mozilla Firefox**, the upgraded version is **fully compatible** with other browsers as well and works nicely on **Google Chrome** and **Safari**. It supports all operating systems - **Windows**, **Apple** and **Linux/Unix.**

We look forward to your valuable feedback and promise to serve you with the same enthusiasm in the future. For any further assistance or clarification, please contact the Hotelogix Live Support Team or E-mail your query to support@hotelogix.com.

Regards,
The Hotelogix Support Team