

amadeus

# Amadeus cytric Travel & Expense

User Guide



# Amadeus cytric Travel & Expense

## Content

1

Amadeus cytric  
"Personal Portal"  
& Profile

2

Bookings  
\_Flight  
\_Hotel  
\_Rail  
\_Car Hire

3

Travel Arranger  
Dashboard

4

Amadeus cytric  
Mobile Companion  
(mobile)

# Access to Amadeus cytric Travel & Expense

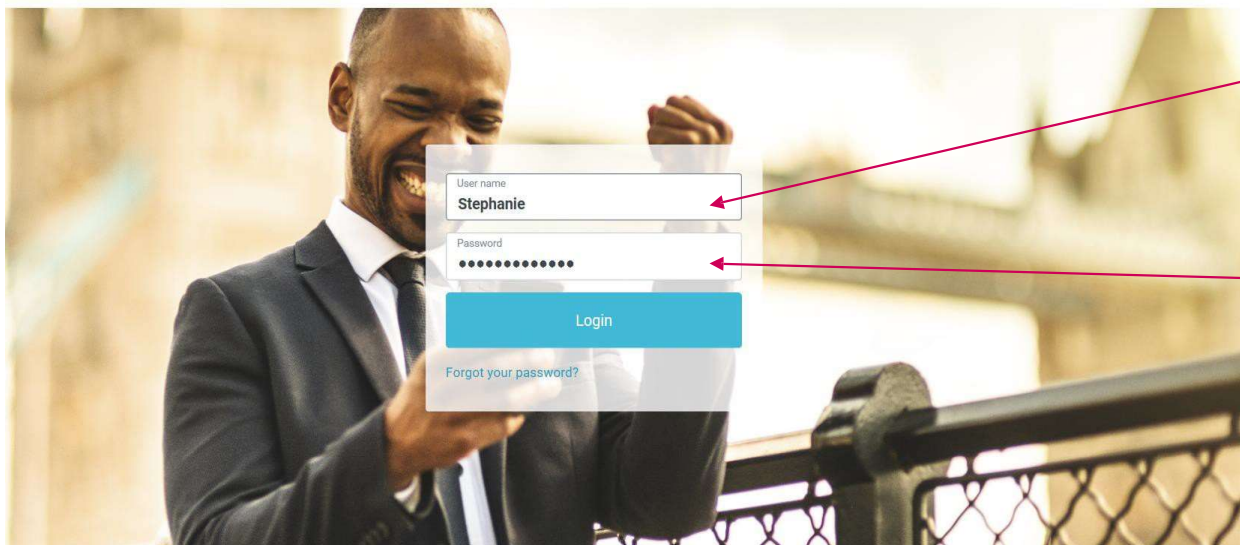
## Login

### A branded experience

The User Interface can be customized with corporate logos



Welcome to cytric 15 Travel & Expense!



Enter your user name

Enter your password and click on « login »

### Seamless and secure login

Sleek login panel that prevents auto-fill for a stronger security

Language  
English (US)

[Privacy Policy/Information/Cookies](#) [Support](#)



Hello, hallo, hola!

Quickly and easily switch between languages



# My Personal Portal



Travel Arranger & Manager Section

Intuitive access to your profile  
It is a standard reflex now, click on your name to access your profile and account information

- My User Profile
- My Frequent Trips
- My Travel Arranger

Handy prompts  
Your credit card has expired? You have received an air offer? We'll let you know! A bell icon informs you of actions requiring your attention

Start a flight booking

Trip Related Services

View My Trips in Calendar view

Travel Arranger Dashboard



# My Personal Portal



Access all your active, past, and cancelled bookings here  
All active, past and cancelled trips booked can be easily found. You can easily have an overview on your time spent on traveling.

The screenshot displays the Amadeus My Personal Portal interface. At the top, there is a navigation bar with 'My Trips' highlighted. Below this, there are sections for 'COMPANY' and 'TRAVEL AGENCY'. A 'Selected travelers' section lists 'Bisgaard, Stephanie (You)'. A row of service icons includes flight, hotel, car rental, and others. A calendar for July 2017 shows active bookings on the 6th and 9th. A detailed view of a flight on the 6th is shown below, including departure and arrival times and locations.

Calendar shows your active booking

In the calendar view, you have a quick overview of all your trips planned

Easily view trip information



# My Personal Portal



**AMADEUS** My Trips cytric Expense Management Stephanie Bisgaard

Trip Approvals Travel Arranger Dashboard(tm)

**COMPANY**

Selected travelers

**Bisgaard, Stephanie (You)**  
Canned demo, Amadeus Sophia Antipolis

cytric AppCLOUD Travel WIZZARD (tm)

July 2017

26 MON 27 TUE 28 WED 29 THU 30 FRI 1 SAT 2 SUN 3 MON 4 TUE 5 WED 6 THU 7 FRI 8 SAT 9 SUN 10 MON 11 TUE 12 WED 13 THU 14 FRI 15 SAT 16 SUN 17 MON 18 TUE 19 WED 20 THU 21 FRI 22 SAT 23 SUN 24 MON 25 TUE 26 WED

**AF** Thu, 6 Jul

**Flight**

**06:30 NCE**  
Nice, FR - Nice Côte d'Azur Airport, Terminal: 2

**07:55 ORY**  
Paris, FR - Orly Airport, Terminal: W

Air France - 6203

**Comprehensive trip view**  
Trips have never been easier to grasp. The timeline gives you a detailed and chronological view of all your reservations

Manage your user profile here



# My Personal Portal

My User Profile: Keep your profile up-to-date to save real booking time!



AMADEUS

My Trips Expense Management

SB Stephanie Bisgaard

COMPANY TRAVEL AGENCY

### My User Profile

Last change: External User System on 03MAR17 11:14

- Personal Data
- Emergency Contact Information
- Government ID and Visa Data
- Credit Card and Payment Card Information
- Frequent Traveler Programs
- Discount Cards
- Personal Preferences
- cytric Mobile Companion
- cytric Expense Information
- cytric System Management

Back



To save time, these profile sections should be reviewed & completed before any first bookings are attempted.

# My Personal Portal

## Frequent Trips



AMADEUS | My Trips | cytric Expense | Management | SB Stephanie Bisgaard

Trip Approvals | Travel Arranger Dashboard(tm)

COMPANY

Selected travelers: SB Bisgaard, Stephanie (You) Canned demo, Amadeus Sophia Antipolis

- My User Profile
- My FrequentTrips
- My Travel Arranger
- Logout

Manage your frequent trips here

Icons for Flight, Hotel, Car, and other services. cytric AppCLOUD, Travel WIZZARD (tm)

July 2017 calendar grid with flight icons on specific dates.

You will have the possibility to access your frequent trips and rebook a regular trip if needed

AF Flight details for Thu, 6 Jul: 06:30 NCE (Nice, FR - Nice Côte d'Azur Airport, Terminal: 2) and 07:55 ORY (Paris, FR - Orly Airport, Terminal: W). Air France - 6203.

AMADEUS | My Trips | Expense | Management | SB Stephanie Bisgaard

COMPANY | TRAVEL AGENCY

### My FrequentTrips

The following FrequentTrips have already been stored for you:

- Personal FrequentTrips**
- My frequent Trip Paris-Nice**
  - Paris, France - PAR → Nice, France - NCE
  - Nice, France - NCE → Paris, France - PAR
  - Book this FrequentTrip (liable for Payment) | Edit | Delete
- Trip from Geneva to Nice**
  - Geneva, Switzerland - GVA → Nice, France - NCE
  - Nice, France - NCE → Geneva, Switzerland - GVA
  - Book this FrequentTrip (liable for Payment) | Edit | Delete

New FrequentTrip  
Back





# My Personal Portal

## My Frequent trips: quickly access your frequent trips



**amadeus** My Trips Expense Management SB Stephanie Bisgaard

COMPANY TRAVEL AGENCY

### My FrequentTrips

The following FrequentTrips have already been stored for you:

**Personal FrequentTrips**

**My frequent Trip Paris-Nice**

 Paris, France - PAR → Nice, France - NCE  
Nice, France - NCE → Paris, France - PAR

Book this FrequentTrip (liable for Payment) | Edit Delete

**Trip from Geneva to Nice**

 Geneva, Switzerland - GVA → Nice, France - NCE  
Nice, France - NCE → Geneva, Switzerland - GVA

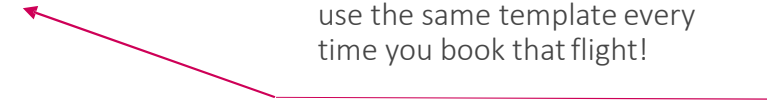
Book this FrequentTrip (liable for Payment) | Edit Delete

[New FrequentTrip](#)

[Back](#)



If you mainly travel between specific locations, you can reuse the same template every time you book that flight!



# My Personal Portal

## My Travel Arranger



AMADEUS My Trips cytric Expense Management SB Stephanie Bisgaard

Trip Approvals Travel Arranger Dashboard(tm)

COMPANY

Selected travelers

SB Bisgaard, Stephanie (You)  
Canned demo, Amadeus Sophia Antipolis

cytric AppCLOUD Travel WIZZARD (tm)

July 2017

26 MON 27 TUE 28 WED 29 THU 30 FRI 1 SAT 2 SUN 3 MON 4 TUE 5 WED 6 THU 7 FRI 8 SAT 9 SUN 10 MON 11 TUE 12 WED 13 THU 14 FRI 15 SAT 16 SUN 17 MON 18 TUE 19 WED 20 THU 21 FRI 22 SAT 23 SUN 24 MON 25 TUE 26 WED

AF Thu, 6 Jul

Flight

06:30 NCE  
Nice, FR - Nice Côte d'Azur Airport, Terminal: 2

07:55 ORY  
Paris, FR - Orly Airport, Terminal: W

Air France - 6203

Manage your Travel Arranger here



# Selecting your Travel Arranger

## My Travel Arranger (if applicable)



amadeus | My Trips | Expense | Management | SB Stephanie Bisgaard

COMPANY | TRAVEL AGENCY

### Select Travel Arranger

On this page select one or more users who will be able to book for you as a Travel Arranger. Please enter the User Name, First Name, Last Name or eMail address and click on the 'Find User' button. For a system-wide search leave the field empty.

Active Travel Arrangers	
<b>Name</b>	<b>This Travel Arranger is allowed to administrate my User Profile:</b>
LEGRAND, Valerie	Yes

Find Travel Arranger	
User Name:	<input type="text"/>
First Name:	<input type="text"/>
Last Name:	<input type="text"/>
eMail:	<input type="text"/>
Location:	All Locations
Division:	All Divisions

Find User

Previously selected travel arrangers

Can be removed at anytime  
You can decide to remove your travel arranger at any moment.

Search for your travel arranger e.g. email, name...

Back



# My Expense Statements

Easily edit your expense statements  
You can have an overview of all your expense statements here.

**AMADEUS** My Trips cytric Expense Management Stephanie Bisgaard

My Expense Statements Expense Statements

Selected travelers: Bisgaard, Stephanie (You)

June 2017 | July 2017

21 WED, 22 THU, 23 FRI, 24 SAT, 25 SUN, 26 MON, 27 TUE, 28 WED, 29 THU, 30 FRI, 1 SAT, 2 SUN, 3 MON, 4 TUE, 5 WED, 6 THU, 7 FRI, 8 SAT, 9 SUN, 10 MON, 11 TUE, 12 WED, 13 THU, 14 FRI, 15 SAT, 16 SUN, 17 MON, 18 TUE, 19 WED, 20 THU, 21 FRI

**AF** Thu, 6 Jul

**Flight**

**06:30 NCE**  
Nice, FR - Nice Côte d'Azur Airport, Terminal: 2

**07:55 ORY**  
Paris, FR - Orly Airport, Terminal: W

Air France - 6203

Travel time: 1hr. 25min., Direct



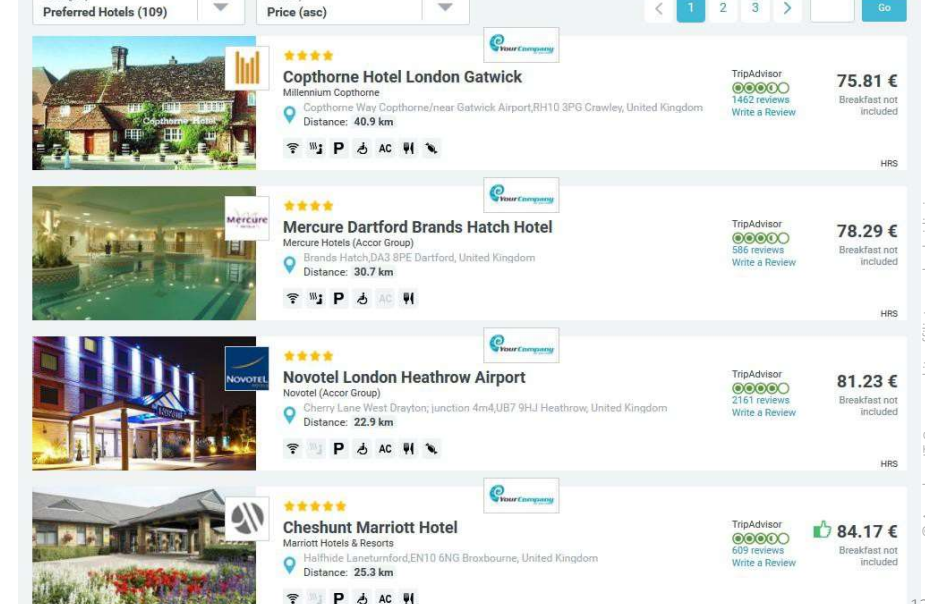
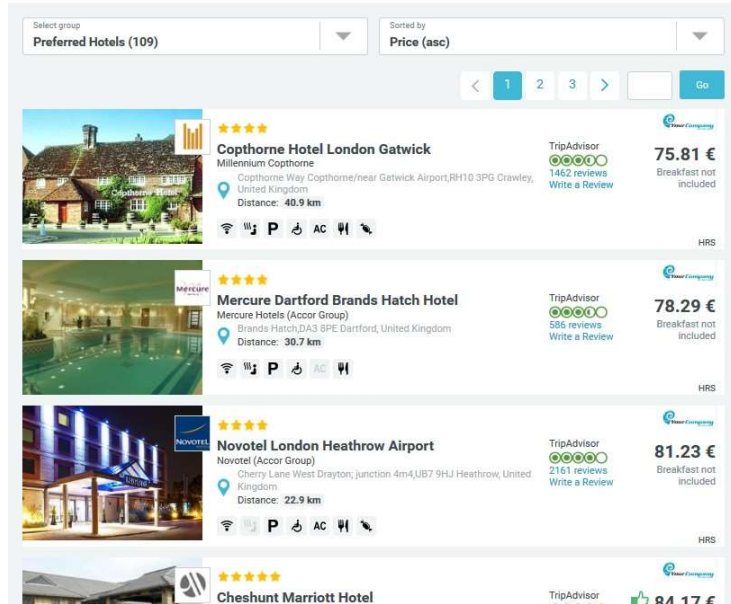
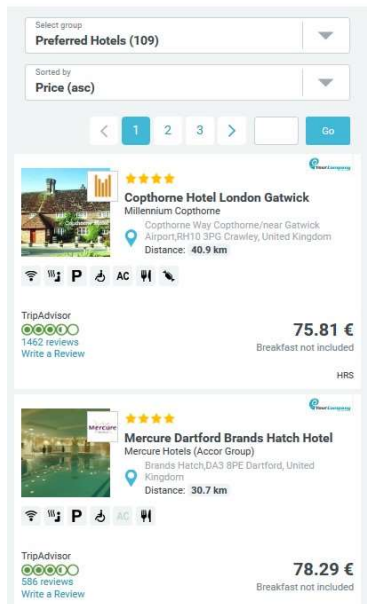
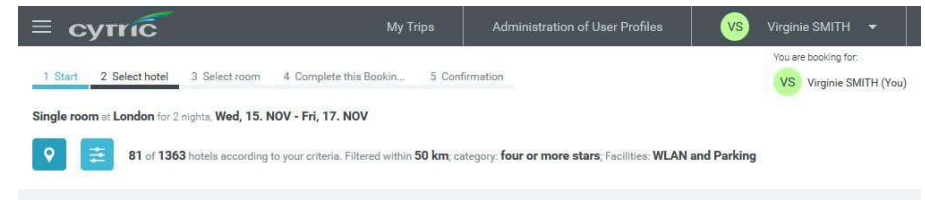
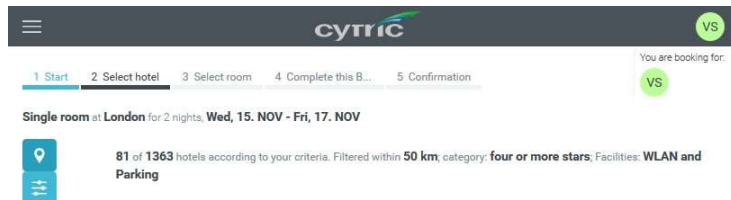
# Responsive Design

Regardless of your device's screen size, Amadeus cytric Travel & Expense will automatically and seamlessly adapt to look great and allow you to navigate with ease and comfort regardless of the screen size.

1) Mini-screen  
(e.g. Mobile)

2) Small screen  
(e.g. Tablet)

3) Medium screen  
(e.g. Laptop)



# Travel Arranger Dashboard

# Travel Arranger Dashboard



**amadeus** | My Trips | cytric Expense | Management | **SB** Stephanie Bisgaard

Trip Approvals | **Travel Arranger Dashboard(tm)** | Extras | Services

**COMPANY** | TRAVEL AGENCY

Selected travelers Add Other Traveler (without profile)

**SB Bisgaard, Stephanie (You)** ×  
Canned demo, Amadeus Sophia Antipolis

July 2017

26	27	28	29	30	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26
MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED

**AF** Thu, 6 Jul

**Flight**

**06:30 NCE**  
Nice, FR - Nice Côte d'Azur Airport, Terminal: 2

**07:55 ORY**  
Paris, FR - Orly Airport, Terminal: W

Air France - 6203



# Travel Arranger Dashboard

## Selecting your travellers

Book in-policy trips for any crowd

Powerful and intuitive travel arranger features that allows even the most complex multi-traveler bookings with ease

Search for your traveller in the search bar

Select the relevant traveller in the list. They will then appear at the top of the page as travellers for whom you frequently arrange trips for.

The screenshot shows the Amadeus Travel Arranger Dashboard. At the top, there is a navigation bar with the Amadeus logo, 'My Trips', 'cytric Expense', 'Management', and a user profile for 'Stephanie Bisgaard'. Below this, there are sections for 'COMPANY' and 'TRAVEL AGENCY'. The main content area is titled 'Selected travelers' and shows two selected travellers: 'Bisgaard, Stephanie (You)' and 'VAN STAAY, Evelyne'. Below this, there is a section for 'To start a booking, please specify the following:' with a 'Location' dropdown set to 'Amadeus Sophia Antipolis' and three buttons for 'Airplane', 'Train', and 'Bus'. A search bar is present with 'Evelyne' entered. Below the search bar, there are filters for 'Show only favorite travelers' and 'Travelers with: bookings, requests, only active'. A calendar for 'March 2017' is displayed, with the 17th highlighted. Below the calendar, a list of travellers is shown, with 'VAN STAAY, Evelyne' selected and marked with a star.



# Travel Arranger Dashboard

## Modification of an existing booking



The screenshot shows the Amadeus Travel Arranger Dashboard interface. At the top, there is a navigation bar with the Amadeus logo, 'My Trips', 'cytric Expense', 'Management', and a user profile for 'Stephanie Bisgaard'. Below this, there are links for 'Trip Approvals', 'Personal Portal(tm)', 'Extras', and 'Services'. The main content area is titled 'COMPANY' and 'TRAVEL AGENCY'. Under 'Selected travelers', two profiles are listed: 'Bisgaard, Stephanie (You)' and 'VAN STAHEY, Evelyne'. Below this, there is a section 'To start a booking, please specify the following:' with a 'Location' dropdown set to 'Amadeus Sophia Antipolis' and three buttons with plane icons. A search bar for travelers is set to 'Evelyne', and there are filters for 'Show only favorite travelers', 'Travelers with: bookings, requests, only active'. A calendar for 'October 2016' is displayed, with a red arrow pointing to the 21st of the month. Below the calendar, a row of traveler information is shown, including a checked box, a profile icon for 'VAN STAHEY, Evelyne', and a star icon.

Click on the plane icon in the calendar to access display, cancel, change existing bookings.




# Travel Arranger Dashboard



## Flight Booking

[ Oneway ] [ More than Two Segments ]

### Outbound Segment:

 From:\*

To:\*


Date:\* 18 March Saturday

Travel Time\*  Departure  Arrival 06

Limit availability to nonstop and direct connections

Search only via:

### Return Segment:

 From:\*

To:\*

Date:\* 18 March Saturday

Travel Time\*  Departure  Arrival 16

Limit availability to nonstop and direct connections

Search only via:

Additional Search Criteria:

**You are booking for:**  
Stephanie Bisgaard  
Evelyne VAN STAAY

**Your Flight Booking Workflow**

- Confirmation
- Flight Booking
- Price
- Air Options
- Your Air Search Criteria

Possibility to book up to 4 travellers in same time

In the traveler dashboard you also have the possibility to book other travelers as guests.



# Travel Arranger Dashboard

## Book seats for two travellers



amADEUS | My Trips | Expense | Management | SB Stephanie Bisgaard

COMPANY | TRAVEL AGENCY

### Flight Booking

All prices are per traveler in currency **EUR**

Service Class	Change	Refund	Baggage	Fare	Price
<b>Your Selected Fare</b>					
Swiss 2801 / 632 / 4619					
		67.05 / 202.49		LIGHT CLASSIC	269.55
Air France 6212 / 6237					
	50.00	55.12 / 205.26			260.38

The credit card fee or payment charges are calculated according to the default payment settings. The fee may change in case another payment method will be used.

Number of the Tickets per Traveler for this Booking - Two.

Change Your Search Criteria | Select another Fare

Continue

#### Booked Seats

No seats are selected at this time. Please click on 'Book Seats'

Book Seats for Stephanie Bisgaard | Book Seats for Evelyne VAN STAELY

#### Booked and to be booked Ancillary Services

Currently no Ancillary Services are selected. Please click on 'Book Ancillary Services'

Book Ancillary Services

**You are booking for:**  
Stephanie Bisgaard  
Evelyne VAN STAELY

**Your Flight Booking Workflow**

- Confirmation
- Flight Booking**
- Price [+]
- Air Options [+]
- Your Air Search Criteria [+]

You have the possibility to book a different seat for each traveller



# Flight Booking



# Flight Booking



**amADEUS** My Trips cytric Expense Management SB Stephanie Bisgaard

Trip Approvals Travel Arranger Dashboard(tm) Extras Services

**COMPANY** TRAVEL AGENCY

Selected travelers [Add Other Traveler \(without profile\)](#)

SB Bisgaard, Stephanie (You)  
Canned demo, Amadeus Sophia Antipolis

cytric AppCLOUD Travel WIZZARD (tm)

### July 2017

26	27	28	29	30	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26
MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED
										✈			✈																	

← Thu, 6 Jul

**AF**

**Flight**

📍 **06:30 NCE**  
Nice, FR - Nice Côte d'Azur Airport, Terminal: 2

📍 **07:55 ORY**  
Paris, FR - Orly Airport, Terminal: W

Air France - 6203



# New flight booking

## Flight Booking

[Oneway] [More than Two Segments]

### Outbound Segment:

From:\* Paris (PAR)  
 To:\* Nice (NCE)  
 Date:\* 20 April Thursday  
 Travel Time\*  Departure  Arrival 06  
 Limit availability to nonstop and direct connections  
 Search only via:

### Return Segment:

From:\* Nice (NCE)  
 To:\* Paris (PAR)  
 Date:\* 25 May Thursday  
 Travel Time\*  Departure  Arrival 16  
 Limit availability to nonstop and direct connections  
 Search only via:

These events are scheduled between two days before and two days after the arrival at the destination or nearby.

19.04.2017 - 20.04.2017 Heavent Meetings The Business Trade Show for MICE and Events, Palais des Festivals et des Congrès, Cannes

### Additional Search Criteria:

Show Flights only from: All Airlines

### Please enter Trip Information:

Trip Identification:   
 Trip Purpose: Please Select

Continue

Back

You are booking for:  
 Stephanie Bisgaard  
 Your Flight Booking Workflow  
 Confirmation  
 Flight Booking  
 Price  
 Air Options  
 Your Air Search Criteria

Enter flight search criteria such as destination airport, date and time of travel

Verify whom you are booking for  
 You can change the person you are booking for in "Travel Arranger Dashboard" in "Your Personal Portal"

Find out if there are any events at destination  
 When booking your trip, you are able to realise when and where the major events take place which allows you to find a work around when necessary.

# Flight Booking

## Sort by schedule

amadeus | My Trips | Expense | Management | SB Stephanie Biigaard

COMPANY | TRAVEL AGENCY

Flights on 20APR, Return on 25MAY

All prices are per traveler in currency EUR

The credit card fee or payment charges are calculated according to the default payment settings. The fee may change in case another payment method will be used.

Thursday, 20April2017 | Time Difference: 0

<input checked="" type="radio"/>	<b>AF</b>	<b>06:30 ORY</b>	Paris, France	<b>07:55 NCE</b>	Nice, France	[More]
	Air France - 6200	1hr. 25min.				
		→ 70.82 Y	↔ 120.37 Y	↔ 140.70 Y	↔ 161.03 Y	↔ 181.36 Y
<input type="radio"/>	<b>easyJet</b>	<b>07:00 ORY</b>	Paris, France	<b>08:30 NCE</b>	Nice, France	[More]
	easyJet - 4061	1hr. 30min.				
		↔ 79.96	↔ 83.96	↔ 97.96	↔ 110.96	↔ 121.46
		↔ 123.96	↔ 132.46			
<input type="radio"/>	<b>AF</b>	<b>07:15 CDG</b>	Paris, France	<b>08:45 NCE</b>	Nice, France	[More]
	Air France - 7700	1hr. 30min.				
		→ 165.65 Y	↔ 182.68 Y	↔ 203.01 Y	↔ 223.34 Y	↔ 243.67 Y
<input type="radio"/>	<b>easyJet</b>	<b>07:30 CDG</b>	Paris, France	<b>09:05 NCE</b>	Nice, France	[More]
	easyJet - 3991	1hr. 35min.				
		↔ 83.96	↔ 87.96	↔ 101.96	↔ 114.96	↔ 125.46
		↔ 127.96	↔ 136.46			
<input type="radio"/>	<b>AF</b>	<b>08:20 ORY</b>	Paris, France	<b>09:45 NCE</b>	Nice, France	[More]
	Air France - 6202	1hr. 25min.				
		→ 164.34 Y	↔ 140.70 Y	↔ 161.03 Y	↔ 181.36 Y	↔ 201.69 Y
<input type="radio"/>	<b>AF</b>	<b>09:00 ORY</b>	Paris, France	<b>10:25 NCE</b>	Nice, France	[More]
	Air France - 6204	1hr. 25min.				
		→ 70.82 Y	↔ 128.51 Y	↔ 148.84 Y	↔ 169.17 Y	↔ 189.50 Y
<input type="radio"/>	<b>AF</b>	<b>09:25 ORY</b>	Paris, France	<b>10:50 NCE</b>	Nice, France	[More]
	Air France - 6206	1hr. 25min.				
		→ 70.82 Y	↔ 128.51 Y	↔ 148.84 Y	↔ 169.17 Y	↔ 189.50 Y
<input type="radio"/>	<b>AF</b>	<b>09:45 ORY</b>	Paris, France	<b>11:10 NCE</b>	Nice, France	[More]
	Air France - 6208	1hr. 25min.				
		→ 164.34 Y	↔ 150.87 Y	↔ 171.20 Y	↔ 191.53 Y	↔ 211.86 Y
<input type="radio"/>	<b>AF</b>	<b>09:55 CDG</b>	Paris, France	<b>11:25 NCE</b>	Nice, France	[More]
	Air France - 7702	1hr. 30min.				
		→ 165.65 Y	↔ 182.68 Y	↔ 203.01 Y	↔ 223.34 Y	↔ 243.67 Y

You are booking for: Stephanie Biigaard

Your Flight Booking Workflow

- Confirmation
- Flight Booking
- Price
- Air Options

Your Air Search Criteria [-]

Thursday, 20 April  
Departure: 06:00  
Paris, France - PAR  
Nice, France - NCE

Thursday, 25 May  
Departure: 16:00  
Nice, France - NCE  
Paris, France - PAR

Airlines: All Airlines  
Your Preferences: Any Flights  
Number of Travelers: 1  
Events: 19APR17 - 20APR17 Heavent Meetings The Business Trade Show for MICE and Events, Palais des Festivals et des Congrès, Cannes

Modify your criteria

Full Day Display

Summary of Low Cost Carriers

Summary of the fares found for your request

Earlier or later options

Change the sort order of the option

Filter per airlines carriers

Click here to see additional available options not quite matching search criteria

From the side bar you can view a summary of all Airlines proposed for your request and compare price ranges.

# Flight Booking

## Sort by schedule

List of outbound flights, one way

Mouse over fare to display return flight

Thursday, 20April2017 Time Difference: 0

<input checked="" type="radio"/>	<b>AF</b>	<b>06:30 ORY</b>	Paris, France	<b>07:55 NCE</b>	Nice, France	[More]
	Air France - 6200	1hr. 25min.				
		→ 49.60 ¥		↔ 107.29 ¥		
<input type="radio"/>	<b>easyJet</b>	<b>07:00 ORY</b>				
	easyJet - 4061	1hr. 30min.				
		↔ 80.96		↔ 83.46		
		↔ 118.96		↔ 128.46		

Close

<b>AF</b>	<b>06:30 ORY</b>	Paris, France	<b>07:55 NCE</b>	Nice, France	172.35
	Air France - 6200	1hr. 25min.			in Coach Class [More]
<b>AF</b>	<b>17:05 NCE</b>	Nice, France	<b>18:30 ORY</b>	Paris, France	
	Air France - 6227	1hr. 25min.			
					Use SpeedBook(tm) (liable for payment) Continue

<b>AF</b>	<b>06:30 ORY</b>	Paris, France	<b>07:55 NCE</b>	Nice, France	172.35
	Air France - 6200	1hr. 25min.			in Coach Class [More]
<b>AF</b>	<b>18:10 NCE</b>	Nice, France	<b>19:45 CDG</b>	Paris, France	
	Air France - 7709	1hr. 35min.			
					Use SpeedBook(tm) (liable for payment) Continue

<b>AF</b>	<b>06:30 ORY</b>	Paris, France	<b>07:55 NCE</b>	Nice, France	172.35
	Air France - 6200	1hr. 25min.			in Coach Class [More]
<b>AF</b>	<b>20:30 NCE</b>	Nice, France	<b>22:05 CDG</b>	Paris, France	
	Air France - 7715	1hr. 35min.			
					Use SpeedBook(tm) (liable for payment) Continue

More fare details

Easily select this return flight option

Thursday, 25May2017 Time Difference: 0

<input checked="" type="radio"/>	<b>AF</b>	<b>15:30 NCE</b>	Nice, France	<b>16:55 ORY</b>	Paris, France	[More]
	Air France - 6223	1hr. 25min.				
		→ 158.33 ¥	↔ 152.02 ¥	↔ 158.12 ¥	↔ 181.50 ¥	↔ 191.66 ¥
		↔ 223.54 ¥	↔ 233.70 ¥			
<input type="radio"/>	<b>AF</b>	<b>15:55 NCE</b>	Nice, France	<b>17:20 ORY</b>	Paris, France	[More]
	Air France - 6225	1hr. 25min.				
		→ 158.33 ¥	↔ 152.02 ¥	↔ 158.12 ¥	↔ 181.50 ¥	↔ 191.66 ¥
		↔ 223.54 ¥	↔ 233.70 ¥			
<input type="radio"/>	<b>easyJet</b>	<b>17:00 NCE</b>	Nice, France	<b>18:30 ORY</b>	Paris, France	[More]
	easyJet - 4068	1hr. 30min.				
		↔ 83.46	↔ 84.46	↔ 89.46	↔ 96.46	↔ 100.46
		↔ 103.96	↔ 142.96			

Or scroll down the page to see additional return flight options



# Flight booking

Option to change the ordering of the flights depending on search requirements, fare, schedule, flight duration



Change flight sorting options from "By Schedule" to "By Fare"

The screenshot displays the Amadeus flight booking interface. At the top, the user is logged in as Stephanie Bisgaard. The main heading is "Flights on 20APR, Return on 25MAY". A dialog box titled "Change the Sort Order of the Options" is open, allowing the user to select a sorting criterion. The options are: Fare, Policy, Schedule (currently selected), Airline, Flight Duration, and CO2 Emissions. The background shows a list of flight options from Nice, France (NCE) with departure times of 07:55, 08:30, and 08:45. The interface also includes a sidebar with various booking workflow options like Confirmation, Flight Booking, and Price.

# Flight Booking

## Sort by fare



amadeus | My Trips | Expense | Management | SB | Stephanie Bisgaard

COMPANY | TRAVEL AGENCY

Flights on 20APR, Return on 25MAY

All prices are per traveler in currency EUR

The credit card fee or payment charges are calculated according to the default payment settings. The fee may change in case another payment method will be used.

<input type="radio"/>		<b>07:00 ORY</b>	Paris, France	<b>08:30 NCE</b>	Nice, France	<b>79.96</b>
		easyJet - 4061	1hr. 30min.			(79.96 - 132.46) [More]
<input type="radio"/>		<b>06:30 NCE</b>	Nice, France	<b>08:00 ORY</b>	Paris, France	
		easyJet - 4062	1hr. 30min.			
<input type="radio"/>		<b>09:00 NCE</b>	Nice, France	<b>10:30 ORY</b>	Paris, France	
		easyJet - 4064	1hr. 30min.			
<input type="radio"/>		<b>09:35 NCE</b>	Nice, France	<b>11:10 CDG</b>	Paris, France	
		easyJet - 3992	1hr. 35min.			
<input type="radio"/>		<b>14:55 NCE</b>	Nice, France	<b>16:25 ORY</b>	Paris, France	
		easyJet - 4066	1hr. 30min.			
<input type="radio"/>		<b>17:00 NCE</b>	Nice, France	<b>18:30 ORY</b>	Paris, France	
		easyJet - 4068	1hr. 30min.			
<input type="radio"/>		<b>18:55 NCE</b>	Nice, France	<b>20:25 ORY</b>	Paris, France	
		easyJet - 4072	1hr. 30min.			
<input type="radio"/>		<b>20:50 NCE</b>	Nice, France	<b>22:25 CDG</b>	Paris, France	
		easyJet - 3998	1hr. 35min.			
<input type="radio"/>		<b>20:55 NCE</b>	Nice, France	<b>22:25 ORY</b>	Paris, France	
		easyJet - 4074	1hr. 30min.			

You are booking for: Stephanie Bisgaard

Your Flight Booking Workflow

- Confirmation
- Flight Booking
- Price

Air Options

Your Air Search Criteria [-]

Thursday, 20 April  
Departure: 06:00  
Paris, France - PAR  
Nice, France - NCE

Thursday, 25 May  
Departure: 16:00  
Nice, France - NCE  
Paris, France - PAR

Airlines: All Airlines

Your Preferences: Any Flights  
Number of Travelers: 1

Events: 19APR17 - 20APR17 Heavent Meetings The Business Trade Show for MICE and Events, Palais des Festivals et des Congrès, Cannes

Green button = Inbound Flights  
Blue button = outbound flights

Green light = compliant with your travel policy

All possible options of flights at this fare



# Flight Booking

Once flights are selected



amadeus | My Trips | Expense | Management | SB Stephanie Biagaard | COMPANY | TRAVEL AGENCY

## Perfect Fare Configurator for the Selected Flights

Your company's airfare

Travel Policy applied

Changes not permitted

Thanks to the best buy options, you are sure the tool automatically searches for lower alternative options.

All prices are per traveler in currency EUR

You are booking for: Stephanie Biagaard

Your Flight Booking Workflow: Confirmation, Flight Booking, Price, Air Options [+], Your Air Search Criteria [+]

Customer logo	Service Class	Change	Refund	Baggage	Fare	Price
	Y		57.42 / 103.61			161.03
This is your best choice for a restricted Coach fare without checked baggage.						
	Y	70.00	57.42 / 144.27	1		201.69
This is your best choice for a restricted Coach fare with baggage according to the airline rules.						
	Y		518.42 / 8.55	1		526.97
This is your best choice for an unrestricted Coach fare with baggage according to the airline rules.						

Contracted Service Fees may be added.

The credit card fee or payment charges are calculated according to the default payment settings. The fee may change in case another payment method will be used.

Continue

Non refundable amount after ticketing

Link to show what is included in the fare

Alternative BestBuy Options

At this time no BestBuy Options matching the settings in this System could be found.

Dynamic Fare Options(tm) - This System will search for lower fares according to the rules shown here:

Flight:	Nonstop and direct flights and flights with connections
Minimum Savings:	50.00 EUR
Time Window for the Inbound Flight:	2.0 hours before and 2.0 hours after departure
Time Window for the Outbound Flight:	2.0 hours before and 2.0 hours after arrival
Airlines:	Only Company Selected Airlines
Service Classes:	Coach Class (no restrictions)

Back

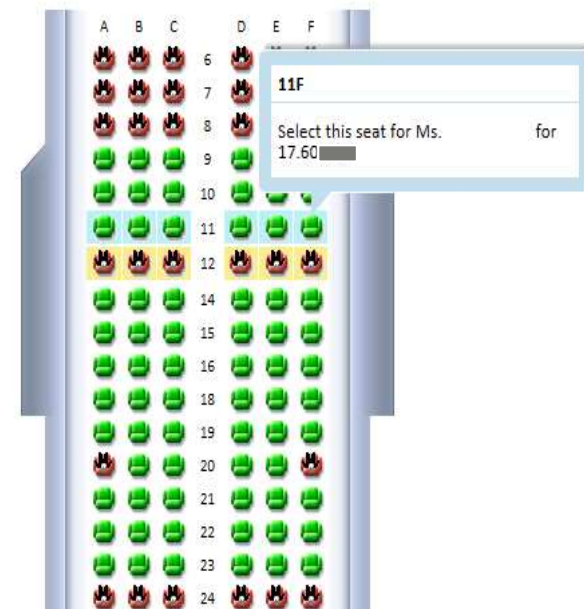


# Flight Booking

Once flights are selected, seats can also be booked, if additional fees apply they are shown when hovering over the available seat!

Please select and book a seat.

Traveler	Seat
1 Ms.	
	Standard Seat in Exit Row (0.00)
	Standard Seat (7.04)
	More Legroom Seat (17.60)
	Available seat
	Unavailable seat
	Seat Booking



Legend

**AMADEUS** My Trips Expense Management SB Stephanie Bisgaard  
COMPANY TRAVEL AGENCY

Flight Booking

All prices are per traveler in currency EUR

Service Class	Change	Refund	Baggage	Fare	Price
Y	X	57.42 / 103.81	X	I	161.03

The credit card fee or payment charges are calculated according to the default payment settings. The fee may change in case another payment method will be used.

Change Your Search Criteria | Select another Fare

Continue

**Booked Seats**  
No seats are selected at this time. Please click on 'Book Seats'

**Booked and to be booked Ancillary Services**  
Currently no Ancillary Services are selected. Please click on 'Book Ancillary Services'

**Booked and to be booked Piece of Baggage**  
Currently no baggage has been selected in addition to the baggage which may already be included in your selected fare. Please click on 'Book Baggage'.

**Reason Codes**  
This booking contains a flight segment in compliance with the settings of this System. Please select one of the reason codes from the list displayed below.

Please Select

# Flight Booking

Additional payment and profile related information can be reviewed prior to final confirmation of trip.

**Payment**

**Payment by Credit Card**

Use this predefined Credit Card

Visa (VI) XXXXXXXXXXXXXXX1111, 8/2017


Use different Credit Card:

Credit Card Company:\* American Express (AX)

Credit Card Number:\*

Valid through: \* February 2017

**Frequent Traveler Number for Air France**

  Use this Frequent Traveler Number

Airline:\* Please Select

Do not use any Frequent Traveler Number

**For completing the booking please enter**

Cost center:\*

Estimated total trip cost::

Project: Please Select

**Special Meal Request for Airline Air France**

Standard Meal

**User Profile:**

Automatically transfer the above entered information into the User Profile.

Continue ...



Any changes made can also be automatically stored back into "Your User Profile" if needed.

# Confirmation



## Confirmation for Stephanie Bisgaard

### Itinerary

**Thursday, 20April2017 to Nice**

Stephanie Bisgaard (Government issued Picture ID)  
 AF 7700 Coach Class [Y], Airline Reference: 4HM979

**07:15** Paris, FR (PAR), Charles de Gaulle Airport (CDG), Terminal 2F  
**08:45** Nice, FR (NCE), Nice Côte d'Azur Airport (NCE), Terminal Z

Status: Confirmed  
 Baggage: 0piece(s)  
 Ancillary Services: No additional service booked.  
 Flight Duration: 1h 30min, Time Difference: 0, Miles: 428, CO2 Emissions: 214 lbs  
 Booking Code: 4HM979, Booking Date: 21FEB17

Cancel Flight Booking

**Thursday, 25May2017 to Paris**

Stephanie Bisgaard (Government issued Picture ID)  
 AF 7709 Coach Class [Y], Airline Reference: 4HM979

**18:10** Nice, FR (NCE), Nice Côte d'Azur Airport (NCE), Terminal Z  
**19:45** Paris, FR (PAR), Charles de Gaulle Airport (CDG), Terminal 2F

Status: Confirmed  
 Baggage: 0piece(s)  
 Ancillary Services: No additional service booked.  
 Flight Duration: 1h 35min, Time Difference: 0, Miles: 428, CO2 Emissions: 214 lbs  
 Booking Code: 4HM979, Booking Date: 21FEB17

Cancel Flight Booking

### Payment Information

Ticket #	Airline and Flight Number	Service Class	Fare
1	AF 7700	Coach	HWKFR
	AF 7709	Coach	KRDQFR9
This fare does not include free baggage. No changes allowed. If canceled, the refundable amount is 58.91 EUR.			
Fare per traveler in EUR: 249.91		Fare for all travelers in EUR: 249.91	
		Credit Card Fee for Ticket 1 in EUR: -4.12	
Total fare for all travelers for all Air segments in EUR:			254.03

Total cost of the complete Trip in EUR: 254.03

### Additional Options

Copy Booking | Printable View  
 | Currency

### Frequent Trip

Name:\*

Save as FrequentTrip

Save as Company FrequentTrip

### Forward additional Confirmation

eMail to:

eMail Address:\*

Stephanie.BISGAARD@amac

Send

### Weather Forecast for Nice from 21FEB17 through 25FEB17

Next Day

Tuesday 21FEB17



5°C | 14°C

Clear overview of flight booking

Create a template of a booking and add to your frequent trips

Add to your calendar, display airports maps, book seat

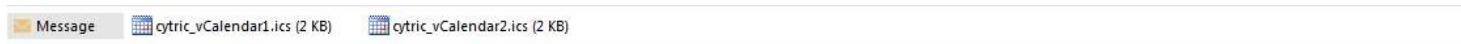
Booking Reference





# Email Confirmation




You can easily add your trip to your e-mail calendar



## Itinerary


 **Thursday, 20 April 2017 to Nice** 

Stephanie Bisgaard (Government issued Picture ID)  
AF 7700 Coach Class, Airline Reference: 4HM979

 **07:15** Paris, FR (PAR), Charles de Gaulle Airport (CDG), Terminal 2F  
**08:45** Nice, FR (NCE), Nice Côte d'Azur Airport (NCE), Terminal 2

Status: Confirmed  
Baggage: 0 piece(s)  
Ancillary Services: No additional service booked.  
Flight Duration: 1h 30min, Time Difference: 0, Miles: 428, CO2 Emissions: 214 lbs

Booking Code: 4HM979, Booking Date: 21FEB17



## Email HTML Button

Direct access to great services

- \_ Sidebar with intuitive labels and links
- \_ Check in services
- \_ Maps
- \_ Seatmap to book your seat
- \_ extra bags
- \_ extra legroom and other ancillaries

[Cancel Flight Booking](#)

[Copy Booking](#) | [Add Flight/Train](#) | [Add Hotel](#) | [Add Car Booking](#) | [Add cytric appCLOUD Booking](#) | [Cancel Entire Booking](#) | [Change Booking](#) | [Printable View](#) | [Currency](#) | [Current Weather](#) | [Continue to Active Bookings](#)

You can modify and cancel your booking directly via email

# Hotel Booking





# Hotel Booking



**amADEUS** My Trips cytric Expense Management SB Stephanie Bisgaard

Trip Approvals Travel Arranger Dashboard(tm) Extras Services

COMPANY TRAVEL AGENCY

Selected travelers [Add Other Traveler \(without profile\)](#)

SB Bisgaard, Stephanie (You) ×  
Canned demo, Amadeus Sophia Antipolis

✈️ ✈️ 🚆 **🏨** 🚗 cytric AppCLOUD Travel WIZZARD (tm)

July 2017

26	27	28	29	30	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26
MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED
										✈️		✈️																		

← Thu, 6 Jul

**AF**

**Flight**

📍 **06:30 NCE**  
Nice, FR - Nice Côte d'Azur Airport, Terminal: 2

📍 **07:55 ORY**  
Paris, FR - Orly Airport, Terminal: W

Air France - 6203

→

**AirGo** **VCK travel**



# Hotel Booking

Intuitive breadcrumb with navigation  
Know where you are at all times, and easily navigate between pages

Rich location search  
Search a destination, address or corporate location.  
Trip purpose for an easier tracking of trips

Matches flights details, but can be amended by entering an address or a pre stored location

Speedy date selector  
Select your check-in and check-out dates in one go!

# Hotel Booking

The screenshot displays the Amadeus booking interface. At the top, the Amadeus logo is on the left, and navigation links for 'My Trips', 'cytric Expense', and 'Management' are on the right. A user profile for 'Stephanie Bisgaard' is visible. Below the header, a progress bar shows five steps: '1 Start', '2 Select hotel', '3 Select room', '4 Complete this booking (l...', and '5 Confirmation'. The main heading reads 'Single room at Paris for 8 nights, Thu, 20. APR - Fri, 28. APR'. A search summary indicates '263 of 1000 hotels according to your criteria. Showing hotels from category "Hotels", filtered within 10 km, having four or more stars'. Below this, there are filters for 'Select group' (Hotels (75)) and 'Sorted by' (Price (asc)). The search results list three hotels:

Hotel Name	Price (€)	Distance (km)	Star Rating	Facilities
Best Western Premier 61 Paris Nation Hotel	71.40	4.5	5	Wi-Fi, Parking
Aparthotel Adagio Paris Malakoff Chatillon	71.58	5.1	5	Wi-Fi, Parking
Séjours & Affaires Montreuil Saint Mandé	74.42	7.2	5	Wi-Fi, Parking

Each hotel listing includes a photo, the Amadeus logo, a 5-star rating, the hotel name, address, distance, and a TripAdvisor review score. The price and 'Breakfast not included' status are also shown. The interface includes a 'Go' button and pagination controls.

Display hotels on bing maps

Filter specific hotels based on specific requirements

Change hotel sorting criteria

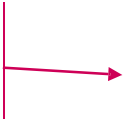
Hotel chain if applicable

Powerful filtering  
Need Wi-Fi and a safe in the room? Filter hotels based on their facilities, star-rating, name and chain

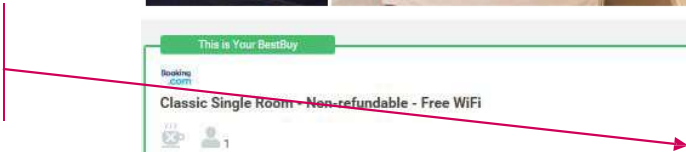
# Hotel Booking

The screenshot displays the Amadeus booking interface for a hotel. At the top, the Amadeus logo and user information (Stephanie Biagaard) are visible. Below the logo, there's a 'COMPANY' section and a 'TRAVEL AGENCY' section. A progress bar indicates the current step: '2. Select hotel'. The main heading reads 'Single room at Best Western Premier 61 Paris Nation Hotel for 8 nights, Thu, 20. APR - Fri, 28. APR'. The hotel details section includes the hotel name, a 5-star rating, address (61 Rue De La Voute, 75012 Paris, France), and distance (4.5 km). A 'TripAdvisor' review section shows a 4.5-star rating and 418 reviews. Below this is a 'Hide photo gallery' button and a gallery of hotel photos. The room selection section lists three options: 'Classic Single Room - Non-refundable - Free WiFi' (71.40 €), 'Superior Twin Room - Non-refundable - Free WiFi' (79.90 €), and 'Classic Single Room - Non-refundable - Breakfast included - Free WiFi' (81.40 €). Each room option includes a 'Book directly' button and a 'Select room' button.

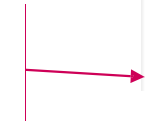
Discover the hotel thanks to some pictures



Click for more information such as details on the hotel room and rate description



Indicates if breakfast is included or not



Trip Advisor Reviews



# Hotel Booking

Map view - Booking directly from the map view is also possible

Love maps? Use the map view!

A very useful way to find cost-efficient, conveniently located hotels



263 of 1000 hotels according to your criteria. Showing hotels from category "Hotels", filtered within 10 km, having four or more stars

Hotel Name	Price
Best Western Premier 61 Paris Nation Hotel	71.40 €
Aparthotel Adagio Paris Malakoff Chatillon	71.58 €
Séjours & Affaires Montreuil Saint Mandé	74.42 €
Aparthotel Adagio Paris Montrouge	75.08 €
Aparthotel Adagio La Defense Kleber	77.61 €
<b>Best Western Hotel le 18...</b>	<b>80.38 €</b>
Aparthotel Adagio la Défense Courbevoie	81.11 €
Best Western Plus Suitecase Paris la Defense	83.51 €
Best Western Allegro Nation	84.00 €

© Amadeus IT Group and its affiliates and subsidiaries

Pick the hotel that best suits your needs!

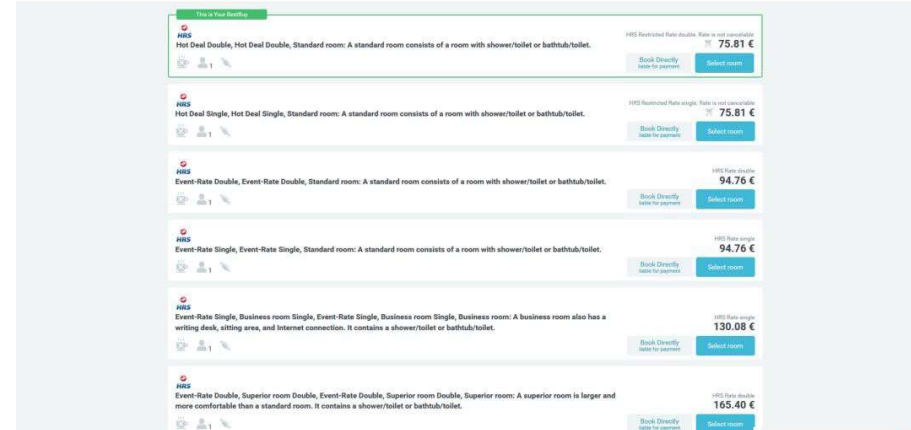
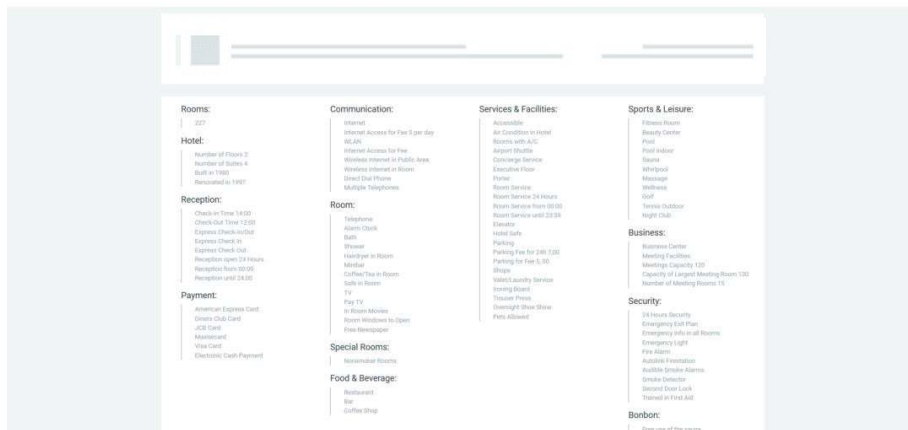
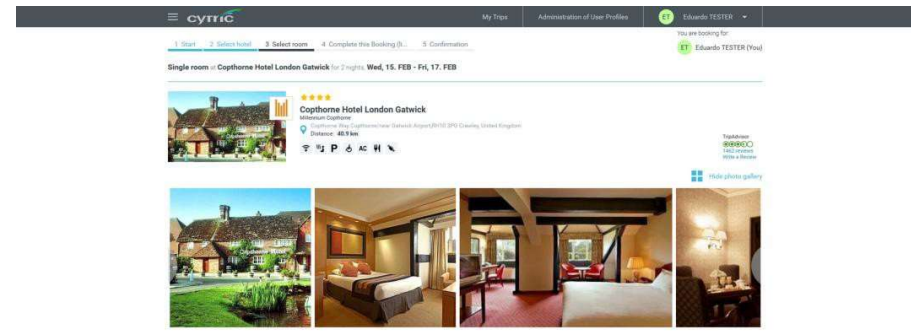
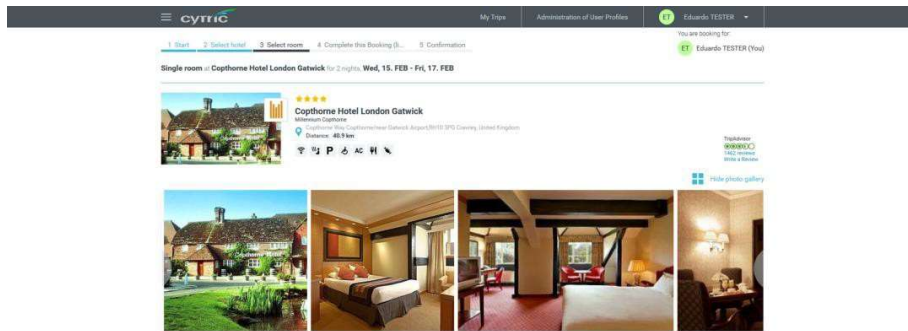


# Dynamic Content Loading

Hotel content and photos are loaded independently from the rates, successfully reducing waiting time for users who can browse the hotel information while the rates are being retrieved.

1) Hotel content loaded. Rates being retrieved

2) Page with hotel content and rates loaded



# Hotel Bookings

## Add a hotel booking to your flights



Forgot to add this hotel to your flight?

No worries ! You can easily add a flight, train, hotel or car to your hotel booking !

All prices are in currency **EUR**

**Your Requested Room**

Book via	Purchase	Breakfast	Room Rate Description	Rate
Booking.com			Superior King or Twin Room - Free Wifi - single occupancy - Non-refundable - Breakfast included	162.19 Booking.com Rate

**Hotel Rate Information**

During the stay these rates will be charged by the hotel:

Total Rate without taxes and fees:	1,179.55
Additional Fees per Stay:	117.95
The total amount including all taxes and fees (10%) is:	<b>1,297.50</b>
The average amount per day including taxes and fees is:	<b>162.19</b>

**Complete this Booking** (table for payment)

- ... and add Flight and Train
- ... and add Hotel
- ... and add Car
- ... and add a cytric cloudAPP Booking

**Trip Information:**

Trip Identification: [ ]

**Booked by:**

First Name:\* Stephanie

You have the possibility to add air / train & car to booking prior to final confirmation



# Rail Bookings





# Rail Booking



**amADEUS** My Trips cytric Expense Management SB Stephanie Bisgaard

Trip Approvals Travel Arranger Dashboard(tm) Extras Services

COMPANY TRAVEL AGENCY

Selected travelers [Add Other Traveler \(without profile\)](#)

SB Bisgaard, Stephanie (You)  
Canned demo, Amadeus Sophia Antipolis

✈️ ✈️ **🚆** 🛏️ 🚗 cytric AppCLOUD Travel WIZZARD (tm)

July 2017

26	27	28	29	30	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26
MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED
										✈️			✈️																	

← Thu, 6 Jul

**AF** Flight

📍 06:30 NCE  
Nice, FR - Nice Côte d'Azur Airport, Terminal: 2

📍 07:55 ORY  
Paris, FR - Orly Airport, Terminal: W

Air France - 6203

→



# Book a Train



amadeus My Trips Expense Management SB Stephanie Bisgaard TRAVEL AGENCY COMPANY

### Train Booking

[Oneway]

**Outbound Segment:**

From:\* Paris

To:\* LUXEMBOURG

Date:\* 24 March Friday

Travel Time\*  Departure  Arrival 06 00

Limit the rail availability to direct trains

Search only via:

**Return Segment:**

From:\* LUXEMBOURG

To:\* Paris

Date:\* 24 March Friday

Travel Time\*  Departure  Arrival 16 00

Limit the rail availability to direct trains

Search only via:

**Additional Search Criteria:**

Show Rail Fares in: Standard Class

**Please enter Trip Information:**

Trip Identification:

Trip Purpose: Please Select

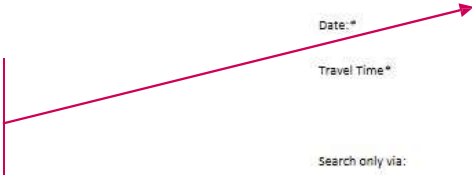
Back Continue

**You are booking for:** Stephanie Bisgaard

**Your Train Booking Workflow:**

- Confirmation
- Train Booking
- Available Rail Fares
- Rail Options
- Your Rail Search Preferences

Enter departure and arrival destinations



# Book a Train



amadeus
My Trips Expense Management Stephanie Bisgaard

COMPANY
TRAVEL AGENCY

Trains on 24MAR, Return on 24MAR

All prices are for all travelers in currency EUR

→ Friday, 24March2017 Time Difference: 0

<input checked="" type="radio"/>		<b>07:40</b>	Paris Est, Paris, 1918 Place 11 du novembre, France (FR) 2hrs. 12min.	<b>09:52</b>	LUXEMBOURG VILLE, Luxembourg, Luxembourg (LU) <a href="#">[More]</a>
TGD 2803 - TGV Duplex					
		→ 93.00	↔ 174.00	↔ 179.30	↔ 186.00
		↔ 197.00			
TGD 2809 - TGV Duplex					
		→ 81.00	↔ 162.00	↔ 167.30	↔ 174.00
		↔ 185.00			
TGD 2815 - TGV Duplex					
		→ 81.00	↔ 162.00	↔ 167.30	↔ 174.00
		↔ 185.00			
TGG 9573 - ICE Germany-France/Alleo North route, TER 30306 - Regional Express Train, TER 88740 - Regional Express Train via Strasbourg, France (FR) / Metz Ville, Metz, France (FR) 4hrs. 51min.					
		→ 137.40	↔ 218.40	↔ 230.40	↔ 241.40
<input checked="" type="radio"/>		<b>15:38</b>	LUXEMBOURG VILLE, Luxembourg, Luxembourg (LU)	<b>18:20</b>	Paris Est, Paris, 1918 Place 11 du novembre, France (FR) <a href="#">[More]</a>
TER 88743 - Regional Express Train, TGE 2676 - East TGV Paris-Luxembourg via Metz Ville, Metz, France (FR) 2hrs. 42min.					
		→ 86.30	↔ 167.30	↔ 179.30	
TGD 2881 - TGV Duplex					
		→ 104.00	↔ 185.00	↔ 197.00	↔ 241.40
TGD 2877 - TGV Duplex					
		→ 93.00	↔ 174.00	↔ 186.00	↔ 230.40

**You are booking for:** Stephanie Bisgaard

**Your Train Booking Workflow:**

- Confirmation
- Train Booking
- Available Rail Fares

**Rail Options:**

- Your Rail Search Preferences [-]

**Friday, 24 March** Departure: 06:00

Paris, Paris, France (FR)

LUXEMBOURG, Luxembourg, Luxembourg (LU)

**Friday, 24 March** Departure: 16:00

LUXEMBOURG, Luxembourg, Luxembourg (LU)

Paris, Paris, France (FR)

**Trains:** Intercity and local Trains  
**Your Preferences:** Any Means of Transport  
**Find Train Fares in:** Standard Class  
**Number of Travelers:** 1

Travel Policy applied

Train provider

Green button = Inbound Flights  
 Blue button = outbound flights

To book your train, please click on continue



# Book a Train



## Seat Reservation Standard Class for Stephanie Biagaard

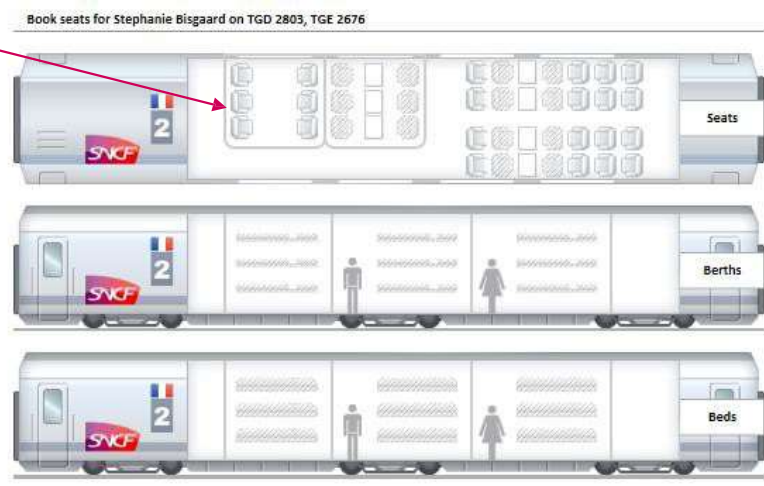
To select the seat preference click on the preferred seat and optionally select additional options. Then click on 'Continue with Seat Reservation'.

24MAR17	07:40 Paris Est, Paris, 1918 Place 11 du novembre, France (FR) - 09:52 LUXEMBOURG VILLE, Luxembourg, Luxembourg (LU)
	SNCF (French Railways) TGV Duplex TGD 2803 Train: Seats available in: Standard Class
24MAR17	16:56 Metz Ville, Metz, France (FR) - 18:20 Paris Est, Paris, 1918 Place 11 du novembre, France (FR)
	SNCF (French Railways) East TGV TGE 2676 Paris-Luxembourg Train: Seats available in: Standard Class

Select Travelers for Seat Reservation:

Book the same seat preference for all trains  
Some trains offer specific seat options. Please uncheck 'Book the same Seat Preference for all trains' to display them.

Click on the available seat



Additional Seat Specifications

Lower Deck

Upper Deck

Duo Cote a Cote

Wheelchair

Legend

To book your seat, please click on continue

Continue with Seat Reservation



# Booking car hire



# A Large choice of providers

In one single flow

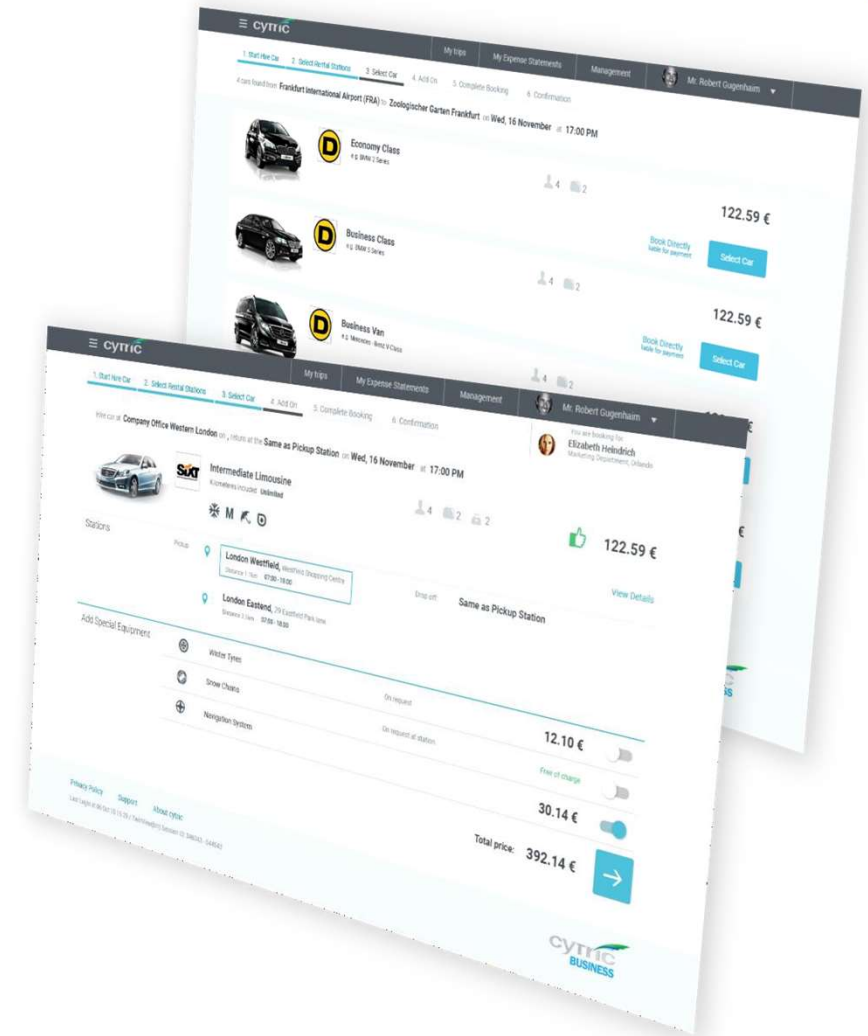
## Multi-GDS & Direct Connect options...

Avis, Budget, Caro, Enterprise, Europcar, Hertz, National, Sixt, Terstappen, Thrifty... (activation of VDA content is dependent on your Amadeus cytric edition)



## ... within a unified content data base...

Making sure the best option is proposed (best price and service) with benchmark capabilities across providers (comparable and classified cars, options, services)



# Car hire



**amadeus** My Trips cytric Expense Management SB Stephanie Bisgaard

Trip Approvals Travel Arranger Dashboard(tm) Extras Services

COMPANY TRAVEL AGENCY

Selected travelers: Bisgaard, Stephanie (You) Canned demo, Amadeus Sophia Antipolis

Add Other Traveler (without profile)

✶ **Select**

cytric AppCLOUD Travel WIZZARD (tm)

July 2017

26	27	28	29	30	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26
MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED
										✈		✈																		

← Thu, 6 Jul →

**AF** Flight

06:30 NCE  
Nice, FR - Nice Côte d'Azur Airport, Terminal: 2

07:55 ORY  
Paris, FR - Orly Airport, Terminal: W

Air France - 6203

AirGo VCK travel

# Search Page

## Let's rent a car!



### Intuitive breadcrumb with navigation

Know where you are at all times, and easily navigate between pages

### Smart location proposal

Pickup and return car rental stations are proposed based on corporation address. Pickup and Drop off can be entered as well mentioning city, specific address or point of interest

### Smart date & time proposal

Pick-up and return date and time are deducted from related trip booking

### Car delivery

Possibility to have the car delivered at any location

### Clear calendar

Grey out week-end  
Easy selection of date and time  
Events at destination highlighted





# Select rental station

All provider stations on one Map!

## Reminder of search criteria

Traveler knows at any time what has been entered in the search page



## Multi GDSs and VDAs results merged on one map

All providers are displayed within one map, multiple stations/providers can be selected. All stations around are spotted (incl. off-airport) with a customizable radius

## Multi Station selection

Traveler can easily select one or several agencies offering benchmark capability on car selection page

## Detailed info

Opening hours and address of the station are displayed when made available by provider

The screenshot shows the cytric web application interface. At the top, there's a navigation bar with 'My Trips', 'Management', and a user profile for 'Kolyo Kolev'. Below that, a progress bar indicates the current step: '2. Select Rental Stations'. The main area features a map of London with several rental stations marked with logos from Hertz, Avis, and Sixt. A sidebar on the right, titled 'Company Office Wester London(2)', lists five stations, all located at 'Edinburgh, 24 East London Street'. Each listing includes the provider's logo, the address, and the operating hours '07:00 - 18:00'. A 'Drop off' button is visible at the bottom right of the sidebar. The map also shows a search box for 'New Car Station Search' and a 'Start here Stop off' button. The bottom of the page contains the cytric logo and the text 'cytric BUSINESS'.



# Select car

It has never been clearer!



## Speedbook

Are you set? Let's book now and skip next pages. Personal info and preferences from your profile will be applied automatically

## Unified pictures, category and equipment display

Standardised car specifications, pictures and equipment for all providers

## Upfront display of terms and conditions

Detailed and structured information on the offer when provided by car rental company

## Multiple filtering and sorting options by

Providers, number of passengers and luggage, car type & equipment...



# Add on

## Add special equipment that you need!



**Is that service available in another station?**  
Possibility to change pickup location if the same service is available in another station

**Structured ancillary services**  
Clear and standardized list of equipment available for addition to your car booking

amadeus | My Trips | cytric Expense | Management | Pierre-Antoine DURAND

COMPANY | TRAVEL AGENCY

1 Start Rental Car Booking | 2 Select rental car Stations | 3 Select rental car | 4 Add-on | 5 Complete this booking (li... | 6 Confirmation

You are booking for:  
DURAND, Pierre-Antoine (You)

Pickup rental car at: Promenade Des Anglais on 04September2017 at 08:00, drop off at: Same as pickup on 07September2017 at 08:00

**Luxury**  
Kilometers included: 750 Total

4 | 2 | 641.95 €

Stations

Stations	Pickup	Drop-off
	Promenade Des Anglais, NICE RR STATION, NICE, GARE SNCF 08:00-19:00 Distance: 1.1km	Promenade Des Anglais, NICE RR STATION, NICE, GARE SNCF 08:00-19:00 Distance: 1.1km

Add special equipment

Snow tyres	Subject to availability	<input type="checkbox"/>
Ski rack	Subject to availability	<input checked="" type="checkbox"/>
Satellite radio	Subject to availability	<input type="checkbox"/>
Never Lost	Subject to availability	<input type="checkbox"/>

Please note: Selecting additional special equipment may cause impose additional fees.

→

About | Privacy Policy/Information/Cookies | Support  
Last login on 31.JUL.17 14:42 / TwinView(m) Session ID: 14099:041841666

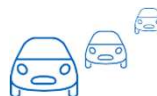
cytric ENTERPRISE | AirGo | VCK travel

# Key takeaways

## What's new in CAR UI 17?

### One single flow multi providers

Offering benchmark capabilities cross-sources (VDA-GDS) and cross providers (**Business edition**)



Easy offering comparison cross providers thanks to standardized pictures, equipment/ ancillary services and categories

### A map based search experience

Several station selectable at the same time on one zoomable map



### Time keeper features!

Pre-defined editable pickup and drop off location based on corporate address and other related booking data

Speedbook functionality available for car (**Business edition**)



### A unified content database

Result displayed is always the cheapest and the one with more options cross-source and providers



### One single placeholder for car rental

Multi provider car rental.



### The design 17 signature

Structured breadcrumbs menu, clean style responsive design



# Amadeus cytric Mobile Companion



# Amadeus cytric Mobile Companion

Available for iPhone, Android & Windows Phone.

Once the applicable mobile app has been downloaded, it can then be activated with a PIN or System Login details, which are found from the 'My User Profile' section within the cytric personal portal



# Amadeus cytric Mobile Companion

## My User Profile

The screenshot displays the Amadeus cytric Mobile Companion interface. At the top, the navigation bar includes the Amadeus logo, 'My Trips', 'cytric Expense', and 'Management'. A user profile dropdown menu is open, showing options: 'My User Profile', 'My FrequentTrips', 'My Travel Arranger', and 'Logout'. Below the menu is a 'COMPANY' section with 'Selected travelers' including 'Bisgaard, Stephanie (You)'. There are icons for flight, train, and car services, along with 'cytric AppCLOUD' and 'Travel WIZZARD (tm)'. A calendar for July 2017 is shown with flight icons on the 6th and 9th. A flight detail card for AF on Thu, 6 Jul is displayed at the bottom, showing a flight from NCE to ORY.

To find your pin or system login details for the Mobile Companion, please access your User Profile here

# Amadeus cytric Mobile Companion

## My User Profile



amadeus | My Trips | Expense | Management | SB Stephanie Bisgaard

COMPANY | TRAVEL AGENCY



### My User Profile

Last change: External User System on 03MAR17 11:14

 Personal Data	 Emergency Contact Information	 Government ID and Visa Data	 Credit Card and Payment Card Information
 Frequent Traveler Programs	 Discount Cards	 Personal Preferences	 cytric Mobile Companion
 cytric Expense Information	 cytric System Management		

To find your pin or system login details for the Mobile Companion, click here

Back





# Amadeus cytric Mobile Companion

Login to the cytric Mobile Companion using either last name and cytric PIN, or cytric user name, password & system /server details, all login details are found within 'My User Profile'



## cytric Mobile Companion for Android Instructions

My User Profile

- cytric Mobile Companion for Android Instructions
- cytric Mobile Companion for iPhone Instructions
- cytric Mobile Companion for Windows Phone Instructions



**Installation**  
To download and install the cytric Mobile Companion continue to:  
<https://play.google.com/store/apps/details?id=net.ifao.android.cytricMobile>

**Login Settings**  
To use the cytric Mobile Companion Login is either facilitated using last name and cytric PIN or cytric user name and password.

**PIN Login**

Last Name, as entered in cytric: **Bisgaard**

The cytric PIN is: **\*\*\*\*\***

[Unmask cytric PIN](#)

OR

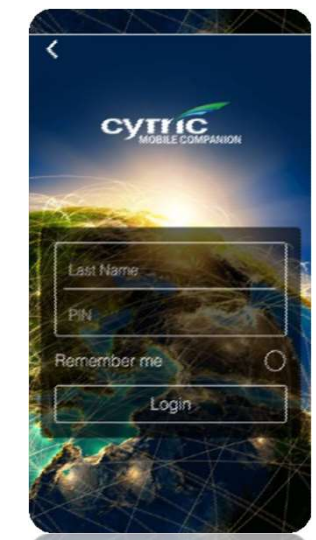
**System Login**

The User Name is: **Stephanie**

The cytric System is: **Amadeus-Demo-Thackery**

The Server URL is: **https://amadeus.cytric.net/**

Pin Login

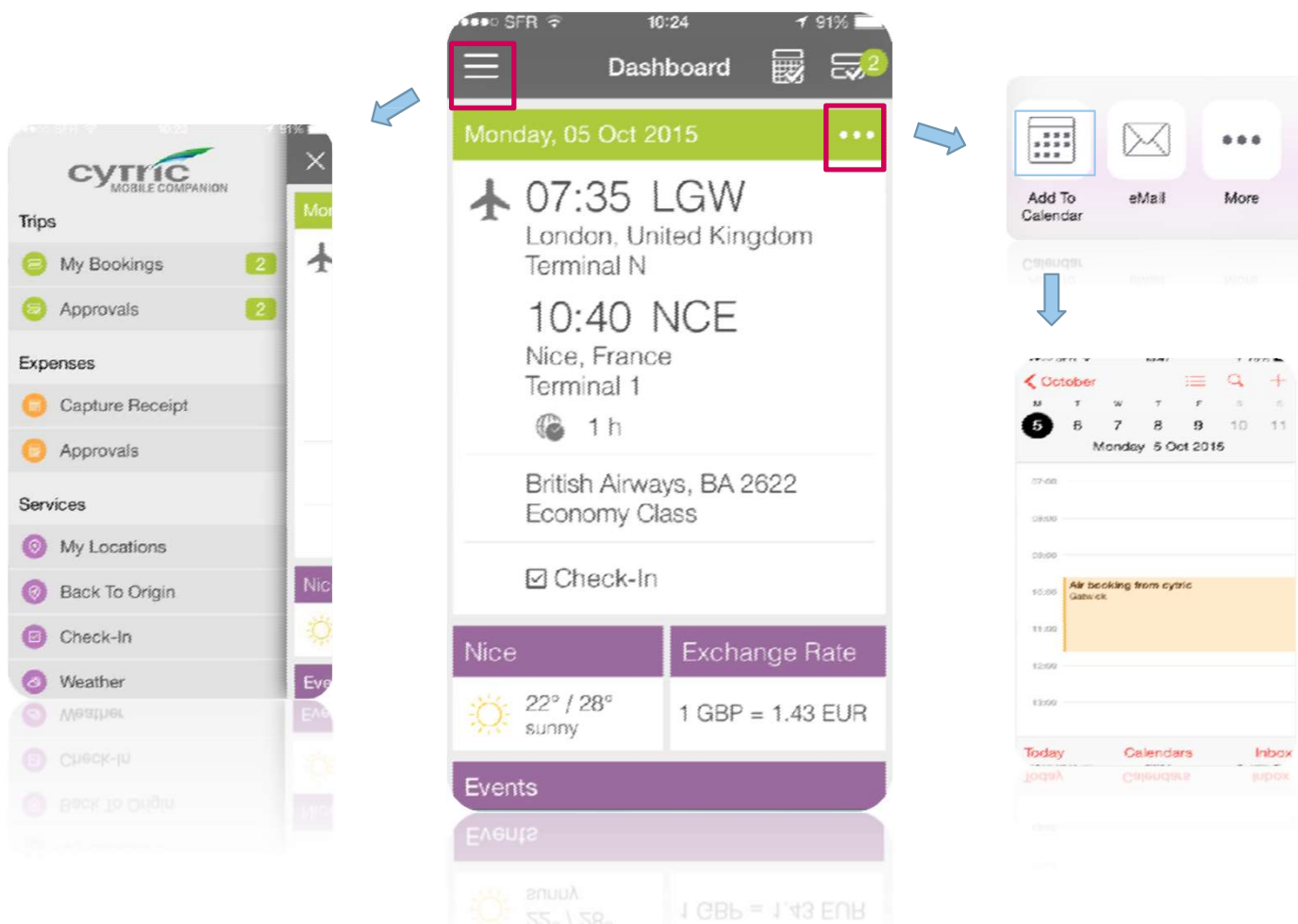


System Login



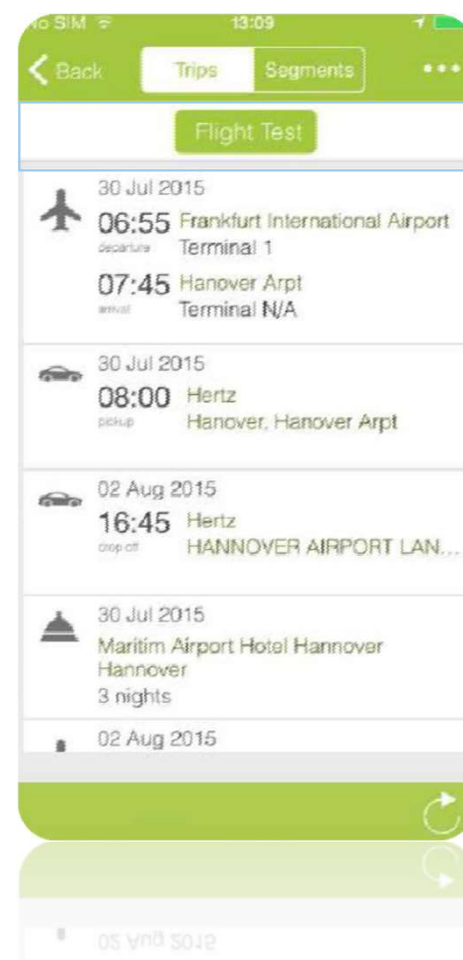
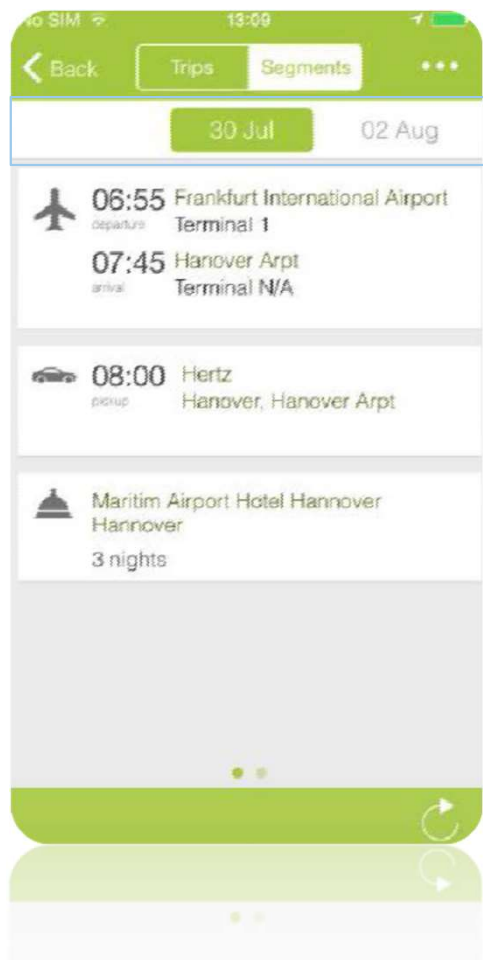
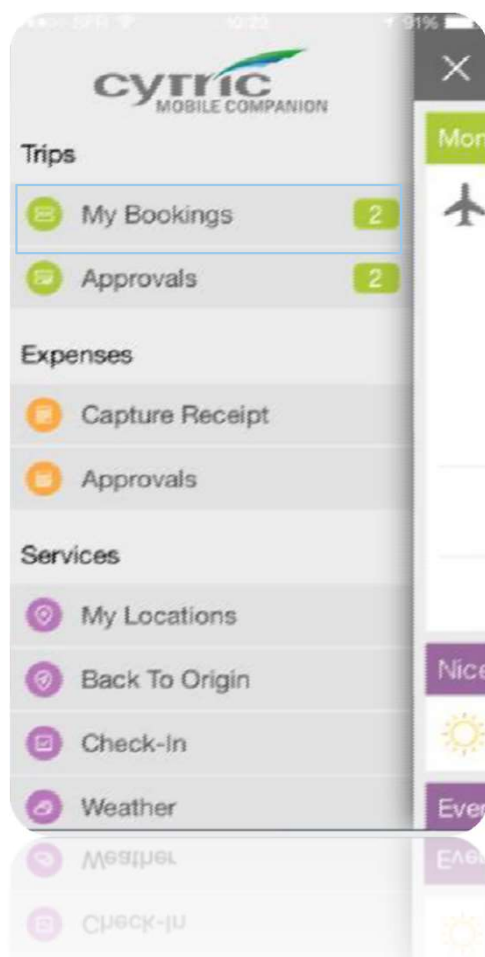
# Amadeus cytric Mobile Companion

Home page of the app is the 'Dashboard' which shows at a glance latest trip details, plus the number of bookings not reviewed yet, or pending approval trips or expense requests



# Amadeus cytric Mobile Companion

*Trips found under 'My Bookings' are displayed in a time line or per trip id*



# Amadeus cytric Mobile Companion

Trip details are shown in full, which include a direct airline check-in link\*, options to see destinations on map, plus support contact information

The image displays three screenshots from the Amadeus cytric Mobile Companion app, illustrating the user interface for flight booking and support.

**Left Screenshot: Flight Details**

- Header: YS9WMC
- Date: 05 Oct 2015
- Origin: 07:35 Gatwick London, United Kingdom Terminal N
- Destination: 10:40 Cote D'Azur Nice, France Terminal 1
- Airline: BRITISH AIRWAYS BA 2622 Economy Class
- Online Check-In: >
- Duration: 2 h 5 min
- Booking Status: Confirmed
- Confirmation Num...: NOSYNC
- Time Difference: 1
- Page: 1 / 3

**Middle Screenshot: Booking Locations Map**

- Header: YS9WMC Booking Locations
- Map showing Gatwick Airport (LGW) and surrounding areas like Hookwood, Horley, and Lowfield Heath.

**Right Screenshot: Flight Details (Expanded)**

- Header: YS9WMC
- Destination: NICE, France Terminal 1
- Airline: BRITISH AIRWAYS BA 2622 Economy Class
- Online Check-In: >
- Duration: 2 h 5 min
- Booking Status: Confirmed
- Confirmation Num...: NOSYNC
- Time Difference: 1
- Booking Code: YS9WMC
- Miss
- Ticket Number: Not Available
- Seat: 11F
- Frequent Flyer Card: Not Available
- Page: 1 / 3

**Bottom Screenshot: Support Contact Menu**

- Header: Call For Support
- +44 (0) 843 509 0000 TravelAgency
- 447970956061 (Corporate Security)
- 447970956061 (Travel Management)
- Page: 1 / 3
- Cancel

# Amadeus cytric Mobile Companion

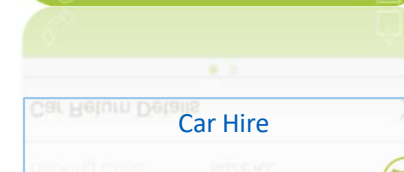
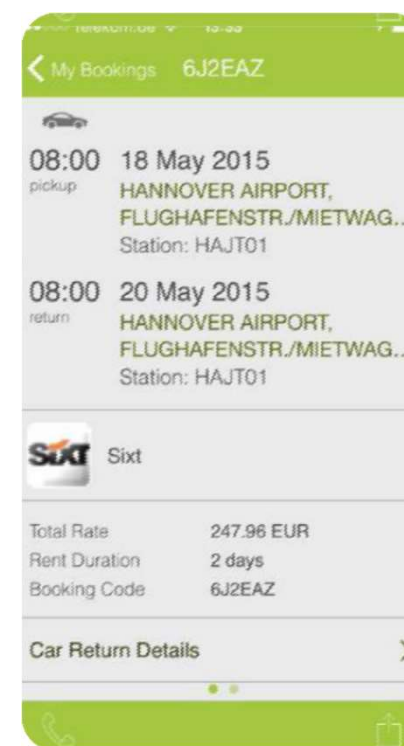
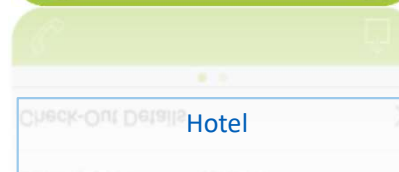
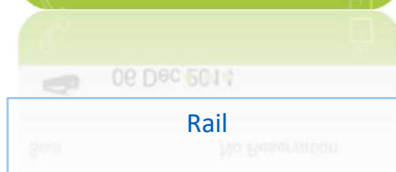
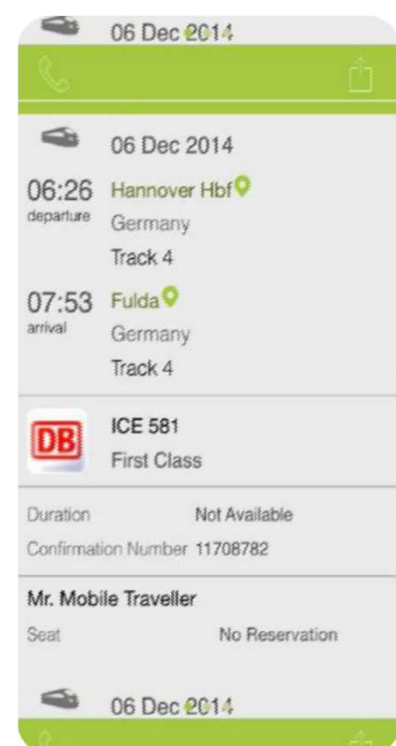
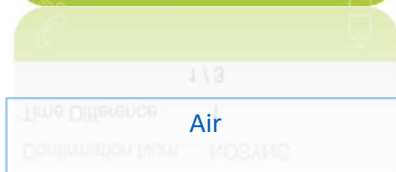
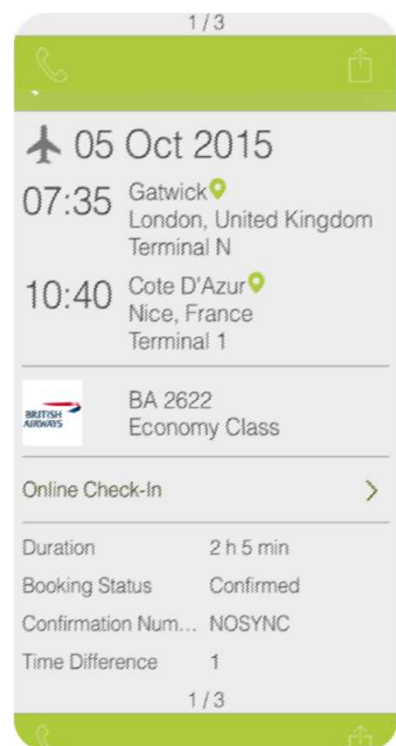
Display of all the reservations regardless of the type of booking, automatically updated inside of the mobile.

The image displays four screenshots of the Amadeus cytric Mobile Companion app, each showing a different type of reservation. Below each screenshot is a red-bordered label identifying the reservation type.

- Air:** Shows flight details for BA 2622 Economy Class. It lists two segments: one from Gatwick, London, United Kingdom (Terminal N) at 07:35 to Cote D'Azur, Nice, France (Terminal 1) at 10:40, and another segment. The duration is 2 h 5 min, and the booking status is Confirmed.
- Train:** Shows a train itinerary for the period 23 mars to 28 avr. It lists four segments: 06:07 PARIS GARE DE LYON, 09:41 MARSEILLE ST CHARLES, 20:00 MARSEILLE ST CHARLES, and 23:23 PARIS GARE DE LYON.
- Hotel:** Shows details for a 2-night stay at the Maritim Grand Hotel in Hannover, Germany. It includes contact information (Telephone: +4951136770, Telefax: +495113677109, eMail: reservierung.hgr@marit...), check-out date (24 Jun 2015), total rate (190 EUR), and room description (Room for one Person).
- Car:** Shows two car rental reservations from Hertz. The first is for 22 mars 2016 (Not approved) at 08:00, and the second is for 23 mars 2016 (Not approved) at 08:00. Both are for Aix-en-Provence.

# Amadeus cytric Mobile Companion

Full trip details for all different types of bookings made within cytric are synchronized, and easily accessed through the Mobile Companion

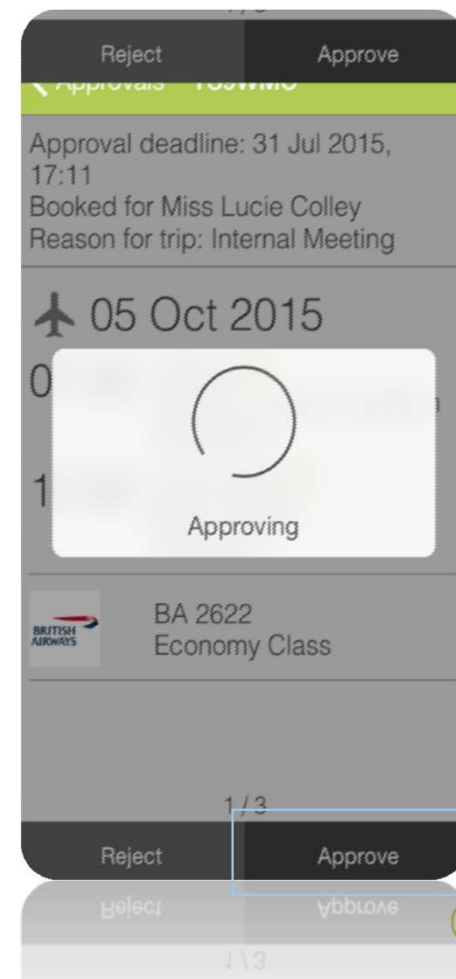
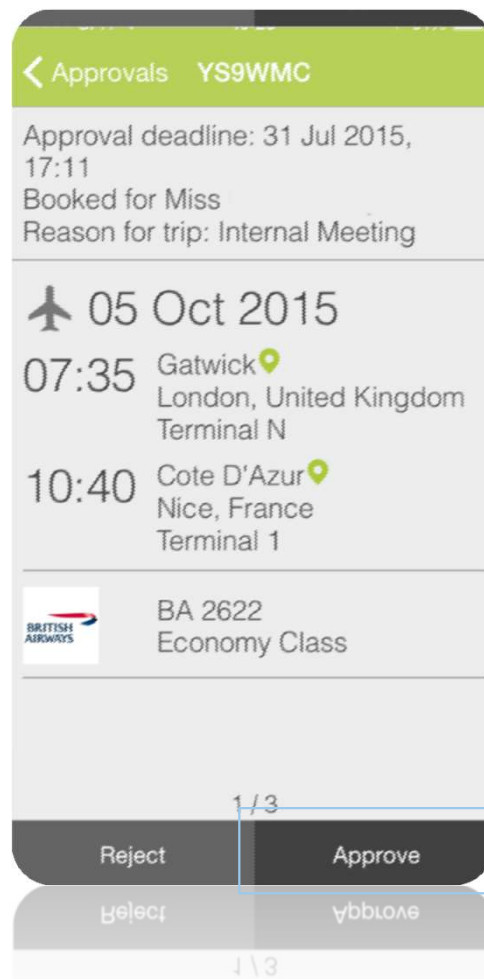
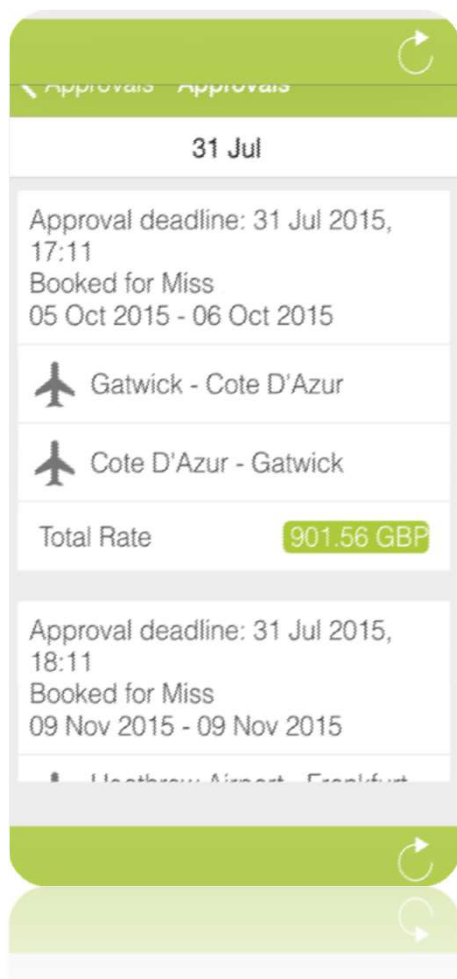


# Approvals via Mobile



# Amadeus cytric Mobile Companion

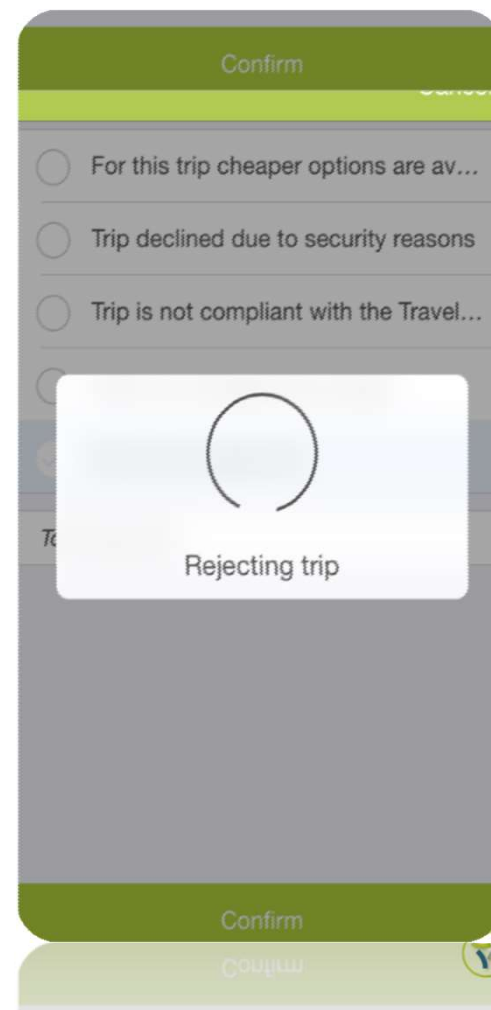
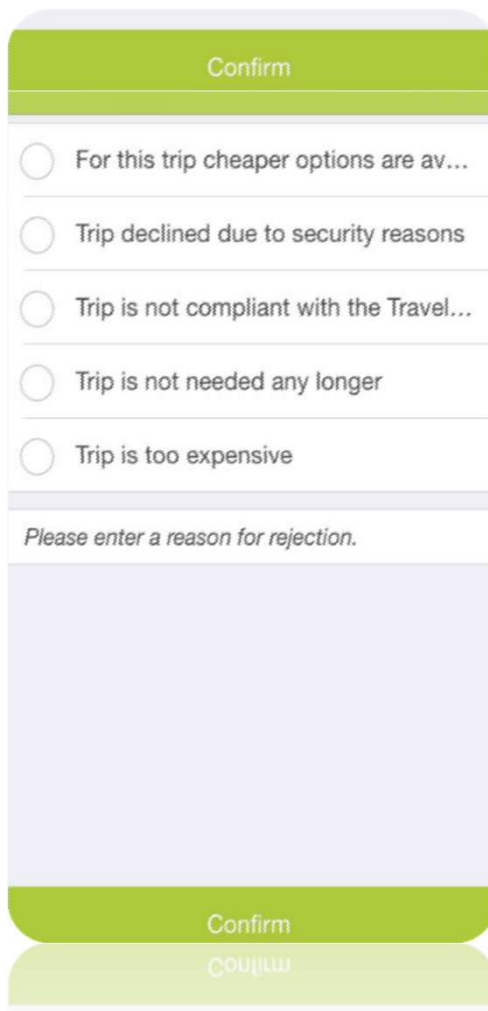
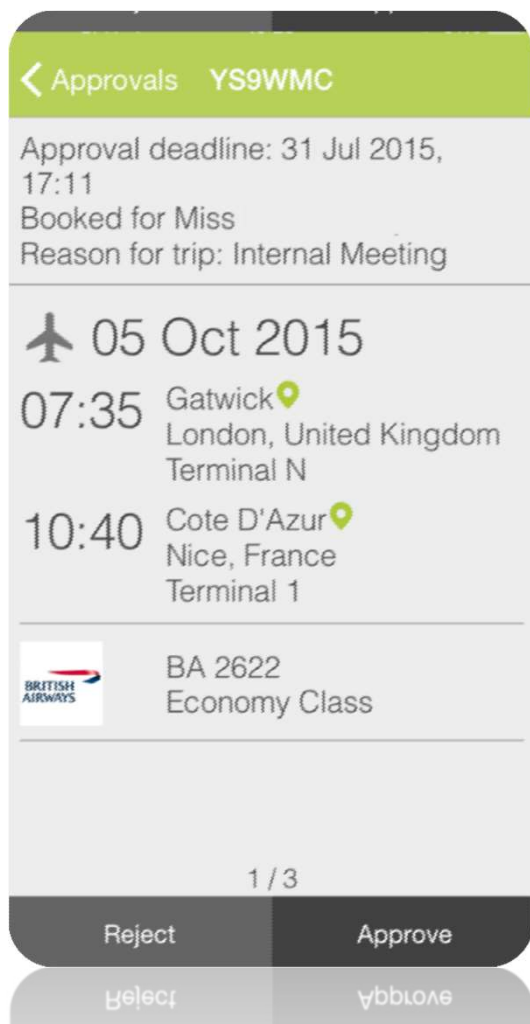
Approval requests are displayed in a timeline. All approval requests contain the booking details, and gives the option to approve, or to reject.





# Amadeus cytric Mobile Companion

Rejections can be submitted with predefined or free text reasons

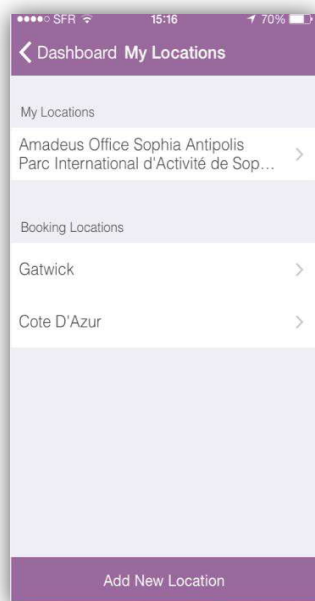


# Other cytric Mobile Companion services



# Amadeus cytric Mobile Companion

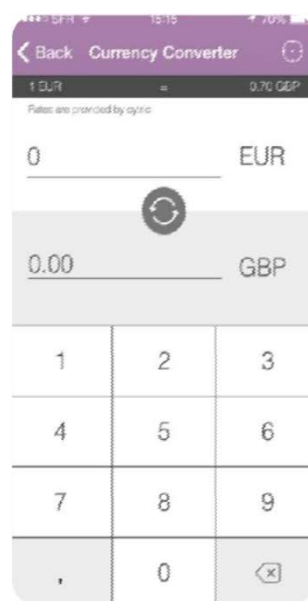
Other useful services tools available in cytric Mobile Companion



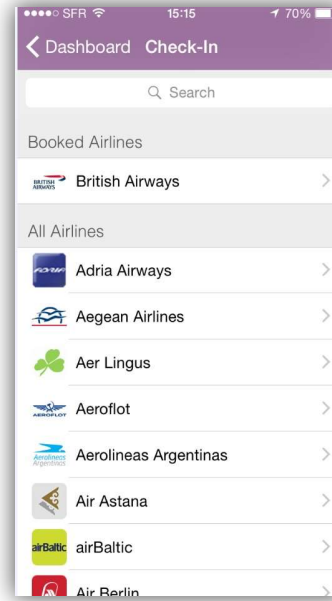
My locations shows booked or personal locations, when selected display location on a map



'Back to origin' provides map details back to your starting point (e.g. parking spot)



Currency conversion based on the cytric Expense conversion rates



A list of all online check-in URLs, with any booked airlines shown at the top for easy access



Weather information for all booked locations

# Thank you!

