

Event/Course Booking for Microsoft Business Solutions - Solomon



**DataGroup
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The Booking Series comprises a set of modules written with the award winning Solomon Software Visual Basic Tools as an integrated suite within the Solomon product. This series on modules is designed for organisations where Events or Courses are planned in advance and therefore involve the booking of participants. The management of these bookings is the critical factor in the success of the event or courses and the enjoyment of participants.

The booking series helps you achieve success by providing management information during planning, execution, and the review of an event or course. This information includes number of participants, available seats, payment details, travel requirements and booking, resources of staff and equipment, and venue information.

As different organisations have different requirements we have made a series of modules available as part of the booking series. These modules are:

- Booking Series
- Event/Course Booking Module
- Contact Management Module
- Membership Module
- Banking Module

Event/Course Booking Module

This module is designed to handle all functional requirements of managing courses or events. These requirements include:

- Booking Management
- Financial Transactions
- Travel Management
- Seating Maintenance
- Contact Maintenance

Integration With Other Modules

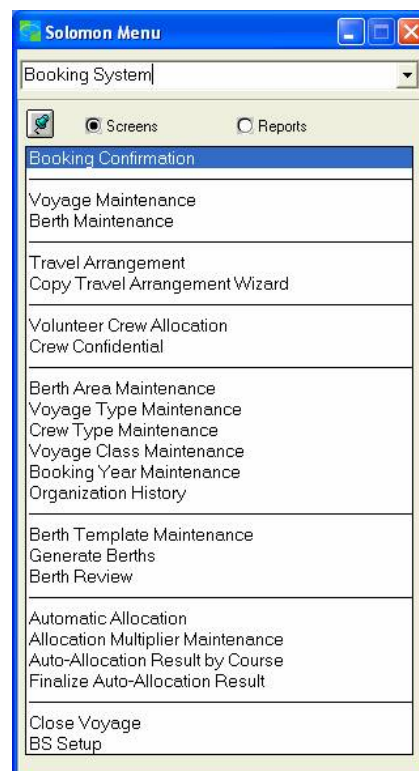
The aim of this Event/Course Booking Module is to provide you with a fully integrated application with other Solomon modules.

- Integration with standard Solomon modules:
 - Accounts Receivable
 - General Ledger
- Integration with other Booking Series Modules:
 - Contact Management
 - Membership
 - Banking

Flexible Bookings

The nature of bookings is such that flexibility in being able to change a booking is essential. We have introduced the concept of a unique Booking ID that represents a particular booking for a company or an individual on a particular event/course. Built into this module is the flexibility to:

- Change the event/course a booking relates to.
- Move money from one booking to another.
- Change the seat(s) allocated to a booking.



Feature/Benefits:

Solomon Customisation allows all screens and reports to be modified to meet your needs.

Integration with other Solomon Modules means data should only be entered once.

Seating plan templates for quick creation of courses.

Travel Management for organising instructor and attendee transportation.

Contact Profile separate from customer record allows attendee to change employer and yet still retain their training history.

Flexible Design

To cater for a wide range of organisations the Event/Course Booking module has many user definable elements:

- User Definable:
 - Event/Course Types
 - Classes
 - Seating Templates
 - Roster Templates
 - Venues
 - Qualifications

Plus, as with all Solomon modules, you have the ability to fully customise the module:

- Modify Screens
- Add Business Logic
- Add New Fields
- Attach Additional Tables
- Modify and Create New Reports

Multiple Search Criteria

Existing bookings can be found quickly via a range of search criteria:

- Contact ID
- Booking ID
- Contact Name
- Course ID
- Course Number (alternative to course ID)
- Seat Number

Comprehensive Range Of Course Booking Functions

The range of functions include:

- Group and individual Bookings
- Transfers of money and/or participants
- Travel arrangements to and from venues
- Automatic travel booking and cancellation faxes
- Travel copy wizard to support bulk travel arrangements
- Alternative – maintainable Course ID's
- Multiple charge types
- Auto generation of seating plans
- Multiple search criteria to find existing bookings
- Organisation history records
- User definable database screens
- Fully customisable screens
- Range of reports

Developed by:



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