Availability overview

This menu item **Availability overview** shows you an overview of the availability of your hotel rooms, holiday flats and/or caravan pitches or reservations depending on the room category. The turnover per category or per product group/item is also displayed.

eichs-Übersicht - Hotel								- 0
← früher F3		Do 19.08.21	Refresh	F5 2	\rightarrow s	päter F4	🛨 heute	A Drucken
Tag	Do 19.08.	Fr 20.08.	Sa 21.08.	So 22.08.	Mo 23.08.	Di 24.08.	Mi 25.08.	
Zimmer insgesamt	39	39	39	39	39	39	39	▲ Export
Xunbenutzbar (out of or	0	5 0	0	0	0	0	0	Optionen
م nicht in Ordnung (out	0 🚯	0	0	0	0	0	0	
Bestand	39	7 39	39	39	39	39	39	🗖 Zimmer
✓gebucht	1 📵	0	0	0	0	0	0	
≡Warteliste	0	9 0	0	0	0	0	0	Buchunge
Oprovisorisch	1 🕕	0	0	0	0	0	0	🗖 Gäste
reserviert insgesamt	2	0	0	0	0	0	0	
🗆 Verfügbarkeit nach Kateg	12							
EZ Einzel Standard	2	2	2	2	2	2	2	T Reac Bac
DZ Doppel Standard	34+1	36	36	36	36	36	36	0
JS Junior Suite	1	1	1	1	1	1	1	(Hotel-Spice
unbekannt	0	13 0	0	0	0	0	0	Sperren/F
mindestens verfügbar	37	39	39	39	39	39	39	
maximal verfügbar	38	14 39	39	39	39	39	39	© Finstellun
mindestens belegt	2,6%	0%	096	096	0%	0%	096	o Emocentri
maximal belegt	5,1%	0%	096	0%	096	0%	096	
Personen im Haus	2	0	0	0	0	0	0	
Erwachsene	2	16 0	0	0	0	0	0	
Kinder	0	0	0	0	0	0	0	~

- 1. Enter the desired date
- 2. with **Refresh** confirm the date entry
- 3. with the help of *later* PC CADDIE jumps forward one week
- 4. with the help of today PC CADDIE jumps to today's date
- 5. Number of rooms that are unusable
- 6. Number of rooms that are not in order
- 7. The number of rooms after deducting the rooms that are unusable and not in order.
- 8. Number of rooms booked
- 9. Number of rooms on the waiting list
- 10. Number of rooms that are provisionally booked
- 11. Number of reserved rooms
- 12. the number of availabilities depending on the room category. In this example, 2 Standard single rooms, 34 + 1 Standard double room (+1 = provisional reservation) and 1 Junior Suite.
- 13. If, by mistake, a room booking is made without a room category, it will end up in the category *unknown*
- 14. Minimum and maximum number of rooms available
- 15. Percentage of rooms with minimum and maximum occupancy

16. Number of people staying in the house

Anreise Personen	2	0	0	0	0	0	0
Anreise Zimmer	2	0	0	0	0	0	0
Abreise Personen	0	2	0	0	0	0	0
Abreise Zimmer	0	2	0	0	0	0	0

- 1. Arrival of the number of persons
- 2. Arrival of the number of rooms
- 3. Departure of the number of persons
- 4. Departure of the number of rooms

pro Erwachsener	2	116,82							🗖 Gäste
pro belegtes Zimmer	2	116,82							
pro verfügbares Zimmer	39	5,99							+ Neue Buchun
Summe		233,64							
Varengruppen: 2 @F									
F & B	2	37,38							Hotel-Spider
Logis	2	196,26							Sperren/Freig
Summe		233,64	0,00	0,00	0,00	0,00	0,00	0,00	
rtikel: 😗									Einstellungen
Einzelzimmer Neu	1	100,00							
3 Gang Menü	1	28,04							
Doppelzimmer Rack Rate	1	112,15							
Frühstück spezial	1	9,35							
Logis EZ	1	84.11						~	

In the section below you will find the turnover figures. Please make sure that these are displayed under the **options** are selected accordingly:

- 1. Turnover per adult, per occupied room, per available room and the total for this night
- 2. the turnover broken down by product group for this night
- 3. the turnover by article for this night

You will find these buttons on the right-hand side:

🖶 Drucken 🛙 F8 🚺
Export 2
Optionen 3
Zimmer 4
Buchungen
Gäste 6
+ Neue Buchung 7
Hotel-Spider 8
Sperren/Freige
Einstellungen 10

- 1. Print option for the current overview of availabilities
- 2. Export option for the overview of availabilities (as Excel file)
- 3. Setting options for the overview (please read the paragraph below **Options button**)
- 4. You reach the window *Hotel rooms*
- 5. This takes you to the window *Hotel booking list*
- 6. This takes you to the window *Hotel guests*
- 7. A new booking is created. If you had previously selected a room category, this new booking will be created immediately for this selected category.
- 8. Transfer to the Hotel Spider channel manager
- 9. You can use this button to quickly block or unblock rooms in a category for the Internet
- 10. This takes you to the hotel settings

Options button

With the help of the button **Options** button to set your general view of the Availabilities overview.

metable Bereiche:		Raster:	v	Varengruppen	für RevPar-Rechnung:	✓ <u>о</u> к
🗌 Golfplätze	GRP:PLATZ	Tag		🗹 DR	Driving-Range	
Pros	GRP:PRO	Woche 2		🖌 FB	F & B	X Abbruch
Carts	GRP:CART	Monat		GF	Greenfee	
Zimmer	GRP:ZIMM			HOTL	Hotel 5	
🗌 18 Loch Plat:	1801	Artikel anzeigen:		LOGIS	Logis	
🗌 18 Loch, 10 T	1810	In Artikel-Details aufsplitten		SPA	Spa	
9 Loch	0901	Artikel-Umsatz anzeigen		ZAHL	Zahlart	
🗹 Hotel	HOTL 1	verfügbare Kategorien anzeigen:		ZKS	Zahlkartensystem	
🗌 John	JOHN	🗹 Verfügbarkeiten nach Kategorie	4	ZKSA	Zahlkartensystem-Automat	
Klaus	KLAU					
Peter	PETE	automatische Aktualisierung				
🗌 Willi	WILL					
			L			

- 1. the correct timetable area HOTL should be ticked
- 2. You can switch between a daily / weekly or monthly view
- 3. the articles can be activated or deactivated
- 4. you can also deactivate the availability by category here
- 5. the respective sales display of the product groups is defined accordingly here

Display availability in the timetable

Since November 2021, it has also been possible to display availabilities in the timetable using an additional line:

Ō	🖸 Timetable ? – 🕻															- 🗆 >							
		Hotel	►	Ð	, Q	0	- C	; ==	ŧ	齑	í	~	Q Suchen	🔒 Druc	ken	III Raster	r	🛃 Kurse					
	Legende	Do, 18.11.21	_		Fr, 19.11.	.21	_		Sa, 20.1	1.21		_	So, 21.11.21		Mo, 22	2.11.21		Di, 23.11.21		Mi, 24.11.21	_	Do, 25.11.21	
ßÈ	E01 DS		DS39				DS39	9 JS1			DS3	9 JS1		DS39 JS1			DS39 JS1		DS39 JS1		DS39 JS1		DS39 JS1
√ 6	E02 DS			_																			
~ 6	E03 DS																						
√ 6	E04 DS																						

In this example, there are still 39 free rooms in the DS category and 1 free room in the JS category on 18 November 2021.

This additional line is activated under the following menu item **Settings - Programme settings -Hotel interface** and the Room categories tab:

E	instel	lungen Hotel									— — X
	House	keeping Zimmer-Kateg	prien	Zimmer	Ratecodes	Nachtlauf	PC CADDIE:	//online	Hotel-Spider	Gäste	<u>√ 0</u> K
	D	Bezeichnung	Std	Max	Online	Link	Zimmer	TT-Regein			Abbruch
	DS JS	Doppelzimmer Junior Suite	2	4	4//	0	39	0			IT-Regein
	۲v	erfügbarkeiten im Timetable	anzeigen	1							
	+ N	eu 🦯 Ec	dit	F7	🗍 Löschen	F5 🛧 Hor	ner ↓	∐iefer			