HOTELOGIX UPDATES

The new updates include the following:

- **Reports** section is been added with some reports that are active and others that are coming up soon. The Hotel snapshot is also being added here.

- **Guest Search** (link on the Left) has been added on Frontdesk. It allow quick look up through the Guest archives and their past stay details.

- **House Status** (link on the Left) has been included that gives up to the minute snapshot of the Hotel property.

- **TableMaps** have been added in the POS. You can set the work floor of your restaurant and create tables layouts.

- **Night Audit** compliance is been extensively worked through. The Night Audit is mandatory and it completely controls the transactions for a day. In order to get on to the next day's transactions, you will need to end and close transactions for the current day by running Night Audit. The process of Night Audit is intuitive like the rest of the application.

  Following happens during Night Audit

  - All reservation discrepancies get checked and get listed for user action. Example, current days pending check-outs get listed for extension of stay, or for checking out.

  - Folios get automatically generated (can be done manually as well) for Check-outs and No-Shows.

  - All charges for the next day get posted and the allowances for the package inclusions are posted.

  - All charges transferred to the room from different POS's are posted on the Guest Statement of Accounts, or get consumed against the Allowances.

  - Any extra charge posted on the Guest Account Statement due to human error gets rectified. Example, if Breakfast is charged, even though the room charge is breakfast inclusive, Night Audit corrects this by making a counter entry for the same.

  - All discounts get applied, and this results in the package loss or package profit calculations.

  - Housekeeping status gets changed to Dirty, Touch-up or Inspect, as per the room status being Occupied, Available or Checked out. This happens whichever way you have set it in the Admin console.

  - The Cash Counters can be closed, and money can be withdrawn from them.

  - Date rollover happens. In other words, the active date of working changes over to the next day while the current days account get locked.

  The Night Audit process ends with the reports for the day (called Night Audit Reports), that summarize the transactions and the resulting collections for the day.

- **Payment section** has been revamped to accommodate Folio generations, further allowing unlimited routings and unlimited number of folios for each reservation.

- **Group payments** allow simple and equally flexible Folio generation process with again, no-limit routing and splitting of folios multiple ways.

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- **Group bookings** are possible with multiple rates and packages, along with simple controls to check-in / check out reservations individually, or together. The different rooms in the group can be for different dates and lengths, and with different number of guests also staying for different periods – all charges and calculations get updated automatically.

- **Web Reservation System** integrates seamlessly to your hotel website. It allows both single, and group reservations with immediate confirmations.

- Most **intelligent checks** have been included in the system to avoid operational human errors automatically. Example, when a new guest is added to an checked in room, all the extra charges applicable get calculated and updated automatically to reflect from the date this new guest checks in. Similarly if a new a guest is moved to a another room type, the charges update and get posted as per the change autimatically.

- **Split reservations** are indicated with pointed sides on the Reservation chart. Clicking on the points highlight the next part of that split reservation on the Frontdesk chart.

- All **Rates and Packages** carry their own set of booking and cancellation policies. All charges automatically posted (editable) on cancellations, or on no-shows get calculated as per the applied rate/package, or as per multiple rates or packages if more than one rates are applied.

- **Browser Compatibility** have been greatly enhanced.

  WINDOWS OS

  o Firefox 2 & 3

  o Internet Explorer 7 & 8

  o Google Chrome

  Mac OS

  o Firefox

  o Safari (Still to be tested fully)

  Linux

  o Firefox

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