

ClientBase

****ALL CLASS TIMES ARE PACIFIC TIME ZONE ****

CLIENTBASE WINDOWS: FRONTLINE AGENTS		
Profiles	May 18 Jun 22	10:30 am 9:00 am
Accessing Profiles and Merging to a PNR in the Sabre Red Workspace	May 3 May 24 Jun 14 Jun 28	10:00 am 10:00 am 9:00 am 10:00 am
Using ClientBase to Communicate with Customers: Merge to Document Template, Merge to Label, and Merge to E-mail	May 18 Jun 22	12:30 pm 10:30 am
Using Activity Manager to Organize Your Day	May 25 Jun 29	12:00 pm 10:30 am
Using Res Cards (Part 2) for Invoices, Itineraries & Trip Statements	May 8 May 23 Jun 14 Jun 27	11:00 am 9:00 am 1:00 pm 9:00 am
Using Res Cards (Part 3) Advanced Skills	May 10 May 25 Jun 15 Jun 29	1:00 pm 10:00 am 12:30 pm 9:00 am
Using Queries to Increase Sales on the Agent Level	May 30 Jun 29	12:30 pm 12:00 pm
Using Live Connect to Arrange Travel: Reservations, Insurance, and Foreign Currency Purchase	May 22 Jun 26	1:30 pm 11:30 am
Inventory Manager Overview and Set Up	May 15 Jun 19	11:00 am 11:30 am

To enroll in a class, Copy & Paste into your browser:

<https://clientbase.webex.com/mw03061/mywebex/default.do?siteurl=clientbase>