

TBO Management Report	Description	Excel	Report Fields	Report Filters
CB & TBO Management Summary Report 801CB&TBOMgmtSummary100.rpt 801CB&TBOMgmtSummary100v4.0.rpt <i>Version 4.0</i> <i>Updated 10/17/16 JN</i>	http://static.trams.com/tramslibrary/reports/descriptions/CB&TBODescr.pdf	MS Excel 97-2000	CB Booking Activity: Travel Category, Sales, Cancelled sales, total sales, comm., cancelled comm., total comm., Yield, Pref. Comm., % pref. comm. & pref. Yield Totals by travel type & no CB Reservations Totals with CB & TBO bookings Sample	Date Range – From and to Branch – all or specify branch
Management Summary Report by Branch 800MgmtSummByBranch105.rpt <i>Updated 1/4/17 JN</i>	A duplication of the Management Summary Core Report in TRAMS Back Office except you can run by branch or Groups of Branches	MS Excel 97-2000	Travel type, total Sales, Total Comm., Yield, Pref. Comm., % Pref. and Pref. Yield. Booking & Income Activity Balances: Client, Vendor, ARC, Payables and bank accounts Sample	From & To Date range, Branch (One, Group or All), specify branch # or Group if necessary
Duplicate Ticket/Confirmation Number 804DupTicketConfNum101.rpt	http://static.trams.com/tramslibrary/reports/descriptions/DupTicketConfNumdescription.pdf	MS Excel 97-2000	Issue date, Invoice #, Passenger Name, Travel Category, Confirmation #, Vendor Name, Depart Date, Record locator. Sample	“From” and “To” date range. Select to run by Non-ARC Air/Service Fee Bookings, ARC Air/Service Fee Bookings, or Hotel/Car Bookings.

<p>International Destination Insurance Report 805IntDestInsurance100.rpt</p>	<p>http://static.trams.com/tramslibrary/reports/descriptions/IntlDestInsuranceReportDesc.pdf</p>	<p>No Excel</p>	<p>Country, # of passengers Sample</p>	<p>Report Type: All Clients, Client Interface ID, Client Group ID or Invoice Group ID. Required ID: Enter Client Interface ID, Group ID, or Invoice Group ID based on Report Type. Client Type (For All Clients Only): Select All Client Types, Corporate Client Type Only, or Leisure Clients Type Only. Travel Date From and to: Date is based on City Pair dates.</p>
<p>User Production Report 809UserProduction100.rpt</p>	<p>http://static.trams.com/tramslibrary/reports/descriptions/UserProductionDescr.pdf</p>	<p>MS Excel 97-2000</p>	<p>User Name Action, Booking Count, Invoice Count, Payment count Totals for users Sample</p>	<p>Date From and To are based upon those entries obtained from the CHANGELOG table. UserID: All users or enter user name.</p>
<p>Travel Category Booking Link Report 806TravCatBookingLink100.rpt</p>	<p>http://static.trams.com/tramslibrary/reports/descriptions/TravelCategoryBookingLinkDesc.pdf</p>	<p>MS Excel 97-2000</p>	<p>Record Locator, Invoice No., Issue Date, Ticket/Conf. No, Passenger, Vendor, Agent ID, Depart Date, Itinerary and Total Fare. Sample</p>	<p>Select Client: Client, Group, Passenger or All. Required ID if needed. Enter Issue Dates "From" and "To" Select the Required Travel Category. Select the Missing Travel Category. Select the Ticket Type. Select Branch sort. Select Branch: One, Group, or All Branches. Enter Branch or Branch group if needed.</p>

<p>Agency Comparative Report for Year 807AgencCompariveYear100.rpt</p>	<p>Breaks down the agency's commission or sales per booking by month for the year entered based on issue date. The first agent for each booking is the agent listed on the report. The report totals each month and the year.</p>	<p>No Excel</p>	<p>Vendor Name (optional) Agent ID, Agent Name 12 months of commission rates (or sales), plus total. Totals for each agent Sample</p>	<p>Report Type: Run report by Agency Commission or by Agency Sales. Agent Breakdown: Run report by One Agent, Agent Group, or All Agents. Required ID: Enter Agent Interface ID or Agent Group Name Year: Enter Year (report based on issue date). Report Sort: Sort report by Agent Interface ID or Descending By Yearly Total. Vendor: Choose to Display Vendor Breakdown on report (Y/N). Vendor Breakdown: If Yes to showing vendors, show by One Vendor, Vendor Group, or All Vendors. Vendor Info: Enter Vendor Interface ID or Vendor Group Name based on Vendor Breakdown. Branch: Select to run by One Branch, Branch Group, or All Branches. Branch Number Input: Enter Branch Number if running by One Branch. Branch Group Input: Enter Branch Group Name if running by Branch Group</p>
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<p>Dual Vendor Combination Report 808DualVendorCombination100.rpt</p>	<p>http://static.trams.com/tramslibrary/reports/descriptions/DualVendorCombinationDesc.pdf</p>	<p>No Excel</p>	<p>Rec. Loc., Invoice #, Issue Date, Ticket/Conf. #, Passenger name, Vendor Name, Agent ID, Depart Date, Itinerary, and total fare Sample</p>	<p>Client Breakdown: r All Clients, Client Interface ID, Client Group or Passenger Name. Client ID: Enter Client Interface ID, Client Group ID or Passenger Name based on Client Breakdown. Vendor1: First Vendor Interface ID, First Vendor Group Name, or All Vendors. ID1: First Vendor Interface ID or Group ID based on Vendor 1 parameter entry. Vendor2: Second Vendor Interface ID, Second Vendor Group Name, or All Vendors. ID2: Second Vendor Interface ID or Group ID based on Vendor 2 parameter entry; Dates "From" and "To": A valid Issue date range is required for the report to run. Branch Breakdown: No Branch Sort, Sort By Branch, or Print Branch Summary. Branch: Select to run by One Branch, Branch Group, or All Branches. Branch Number Input: Enter Branch Number if running by One Branch. Branch Group Input: Enter Branch Group Name if running by Branch Group.</p>
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