

# PRED

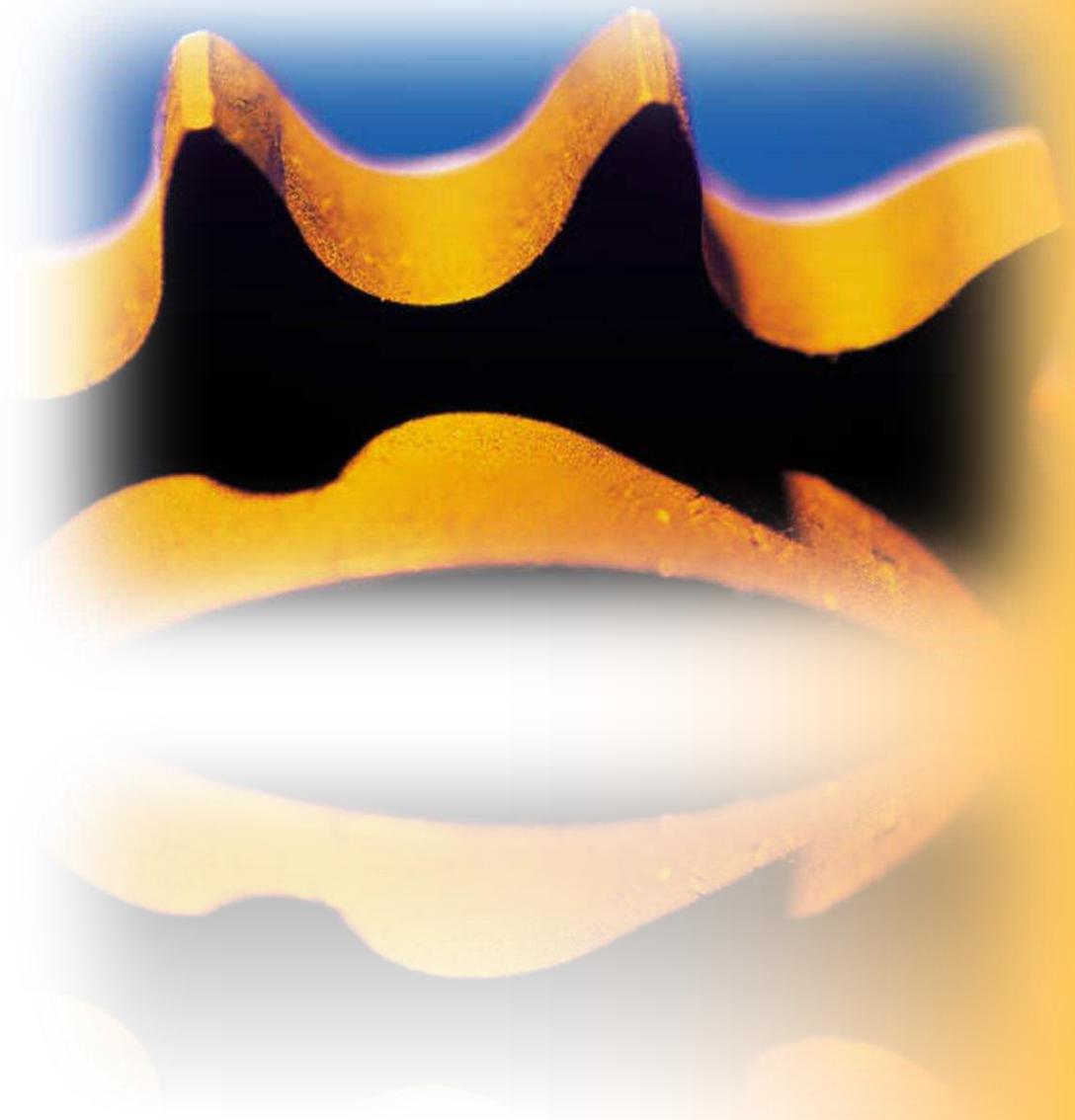
## Preferred Rate Electronic Directory

 Lodging Logistics



This guide describes  
Lodging Logistics  
Preferred Rate  
Electronic Directory.

Use this guide for  
basic information  
about how to use  
PRED, and its features





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# What is PRED



PRED is a searchable online Preferred Rate Directory of a company's preferred hotel rates, made available to all travelers, travel arrangers, and travel management of a company. PRED is an additional service available as part of ProLodgic.



Here's how it works; once an RFP has been created and a hotel rate accepted; it is instantly available in the preferred rate directory. Changes to a hotel program throughout the year, additions or deletions, are kept current without having to enlist the services of any additional IT support. The directory is always updated in real time.

**Preferred hotel directories are available in multiple formats:**

- ✓Dynamic real-time extranet
- ✓Data file feed for intranet
- ✓PDF and Printed Directory



# How to Access PRED

**PRED** is an additional service available for a company's travelers, travel arrangers, and travel managers which communicate your company's negotiated rates via the internet. If your company subscribes to this service, a unique login is created and used or sign-in at [www.prolodgic.com](http://www.prolodgic.com). This login is designed to navigate the user directly to **PRED** where they can perform a search for the preferred hotel rates. A link containing the embedded login codes can be provided for a company's intranet site, allowing users to login directly from the intranet site without the need for a user name and password.

**ProLodgic**

Lodging Logistics Home About

[logon here](#)

user name

password

**SUBMIT**

[Forgot Your Password?](#)

**NOT A SUBSCRIBER**  
[learn more](#)

It is good security practice, and strongly recommended,  
that you change your password every 60 days.

[Privacy](#) | [Copyright](#) | [Terms of Use](#) | [Lodging Logistics](#) | [Home](#)

LodgingLogistics

Travel Managers who use ProLodgic to manage their hotel travel program can also access **PRED** through the **Company Maintenance** tab. The **PRED** icon is located at the lower left-hand side of the page and when clicked will take you directly to the home page in PRED.



You can Access different areas of **Company Maintenance** from the icons on the left had side of the page.



**User Maintenance:** From Users, you can add or delete users. Users are people who can access the ProLodgic tool. Different privilege can be assigned.

**Company Profile:** You can edit company information seen by hotels, such as name, web address, and type of business, bid process, and hotel program. You can add additional comments to be included in your profile, such as an acceptance notification custom message, company travel policies, company travel policies, and company description

**Facilities:** Facilities give you the ability to add, delete, or edit company facilities.

**Travel Agents:** This button is not currently functioning, and will used to enhance the tool at a later time.

**GDS:** This button is not currently functioning, and will used to enhance the tool at a later time.

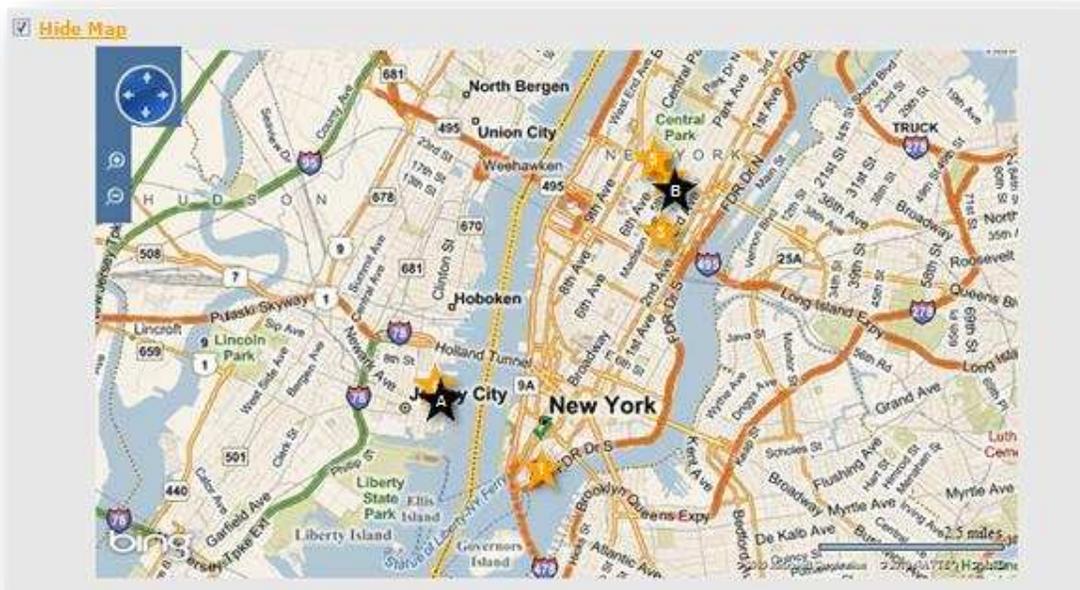
**Chain NAM:** If you have any Hotel National Account Managers, Chain NAM gives you the ability to add or Delete NAM's.

**PRED:** Searchable online Preferred Rate Electronic Directory available to all travelers, travel arrangers and the travel management company through a single user sign in.



## How to add Facilities

Seeing where your company's facilities are in conjunction with a hotel's location is a useful way for your travelers to determine which hotel might best fit their needs. If your company has added its facilities (offices) to ProLodgic, PRED will display those facilities in the mapping along with your preferred hotels, providing distance information and helping your travelers to get a clear picture of hotels conveniently located to those facilities.



Hotels are indicated by the orange star and facilities are shown as the black star.



To add facilities for display in PRED, you may either add them directly via the ProLodgic tool following the below instructions, or you may upload a list of your company's facilities using our **New Facilities Upload Template** found in our reporting tool (PORT). To add a facility directly via ProLodgic, you must click on the **Company Maintenance** tab and then select the **Facilities** icon located on the left-hand side of our screen.

### Add New Facility

SAVE SUBMIT AND NEW CANCEL

Company	<input type="text"/>
Facility Name	<input type="text"/>
Address	<input type="text"/>
Address 2	<input type="text"/>
City	<input type="text"/>
State/Province	<input type="text"/>
Zip/Postal Code	<input type="text"/>
Country	<input type="text"/>
Facility Contact	<input type="text"/> Exclude from Profile? <input type="checkbox"/>

ADD CONTACT

SAVE SUBMIT AND NEW CANCEL

Click on the button called **Add Facility** located at the top and bottom of the **Facility Maintenance** page. This will open the **Add New Facility** page. You will then add the necessary information to the fields and then either click **Save** to end the process or click **Submit and New** to continue adding facilities.

Once you add a facility, a facility ID will be generated and the facility will be added to ProLodgic in the **Facility Maintenance** page. You can use filters to help search for the facility, or you can sort your list using different columns to sort by.

You can sort by:

- ID
- City
- Company
- Facility Name
- Country
- Address
- State
- Market

▲ A green arrow indicates which column you are sorting by.

Filters

Country:  Country  Market    State:/Prov: -All States-    City: -All Cities-    Company: -All Companies-

Records per Page: 25

Reset | A B C D E F G H I J K L M N O P Q R S T U V W X Y Z I

27 Records Page 1 of 2

ID	Company	Country	State	City	Facility	Address	Market ▲
3034	Test Insight Co.	USA	IL	Chicago	<a href="#">World Data Center</a>	500 Thornton	Chicago
2234	Test Insight Co.	USA	IL	Chicago	<a href="#">Chicago World Headquarters</a>	100 Michigan Ave.	Chicago
56395	Test Insight Co.	USA	WA	Colville	<a href="#">Colville Mountain Test Insight Facility</a>	1200 Colville Mountain Rd.	Colville, WA

To view more information about the facility, and to add geocodes for mapping, you can click on either the facility ID or Facility name. This will take you into the **Facility Detail Record** page. If no geocodes have been entered, the map will indicate that the geocode values have not been set. If a facility has not been geocoded then it will not display in PRED correctly. Not assigning the correct city and country will also cause the facility to not display correctly in PRED.

Lodging Logistics runs an automated process to ensure all newly added facilities and hotels that have been added to the system and have not previously been mapped are geocoded. This process runs nightly.

Facility Detail Record

SAVE SAVE AND NEW CANCEL ADD DELETE RESET

Facility ID	5000	Status:	Type:
Company	Test Insight Co.	<p>Geocode Values for this Facility</p> <p>Latitude: Longitude:</p> <p>Refresh Map with New Address</p> <p>You Must Click Save for Changes to Take Effect</p>	
Facility Name	Cokile Mountain Test Insight Facility		
Address	1200 Cokile Mountain Rd		
Address 2			
City	Cokile		
State/Province	WA		
Zip/Postal Code	99114		
Facility Contact	Prohler, Tony		
	ADD CONTACT		

SAVE SAVE AND NEW CANCEL ADD DELETE RESET

If you have the geocode values for latitude and longitude of the facility then you will insert them in the latitude and longitude fields. The map will then display the location of the facility.

If you do not have the geocode values, you may simply click on the "Refresh Map with New Address" button below the map. The system will attempt to geocode the facility based on the address information provided.

For more detailed information regarding geocodes and mapping for PRED, please refer to the **Mapping Technology** section of this guide.

As previously mentioned above, if you wish to upload your company's facilities for the first time, use the **New Facilities Upload Template** found in our ProLodgic Online Reporting Tool (PORT). If you need to submit bulk updates to existing facilities, then use the **Facility Update Upload Template**. Once you have filled out the template, you can send it to your account manager or the Help Desk for upload.



# Mapping Technology

Our mapping utilizes Microsoft Virtual Earth (MapPoint) technology which offers a number of advanced features.

Here is a brief summary of how we have implemented the mapping technology into **PRED**.

- Using city search, users can quickly find company office locations (facility) and hotels within a chosen mile radius of the selected city or geographic point of interest (such as an airport). (The default radius is set by the system administrator in your company but can be changed for each search by the user.) Search results will be ordered by distance (as the crow flies) to the center of the city (as determined by Virtual Earth).
- To get details of each location on the map, rollover the push-pin on the map.
- Users can also search near an address. Using this feature, the user can specify a specific street address, a street name, a postal code, or a city. The search radius is sensitive to the search criteria. For example, if a specific street address is specified, only those hotels closest to the specified address will appear.
- Search results are currently sorted exclusively by distance to the search criteria point. We are currently working on making ordering by directory ranking an option as well.
- From the hotel profile, users can select the Airport/directions tab to see the hotel on a map and get driving directions from a specified starting point.

## Limitations of Mapping

As good and useful as mapping is, there are some limitations of which you should be made aware. Although we have attempted to geocode all facilities and hotels, geocoding of your facilities is your responsibility. If you find any of your facilities are not mapped correctly, you may update the geocodes using facility maintenance in ProLodgic. If you do not have the correct latitude and longitude values available, you may use this link <http://itouchmap.com/latlong.html> to find them for any location simply by clicking a coordinate on the map.

If you have geocode values available for your facilities that you would like us to upload, you may enter these coordinates into the **Facilities Upload Template** found in **PORT** (ProLodgic Online Reporting Tool) and provide them to your Dedicated Account Manager or our Help Desk for upload into the tool.

You may also run a **Facility List Report** found in **PORT**, which contains the geocodes of all of your facilities. This report will indicate to what level the location was geocoded (e.g. street, postal code, city, etc.).

**Below are some of the issues with mapping and geocoding that may affect your PRED experience:**

### **Search Results are Slower**

Search results will take a little longer. Since PRED must make calls to the Virtual Earth server and perform calculations to compare location geocodes to the search criteria, search results may take a little bit longer to display.

### **Geocoding of your Facilities and Hotels**

Each and every one of your facilities (office locations) and hotels must be geocoded (assigning latitude/longitude values). PRED search results are based exclusively on a proximity search of the search criteria specified. A proximity search uses a formula to determine all locations within a specified radius of the search criteria. Without proper geocodes, your facilities and hotels will not be found when performing the proximity search.

When properly geocoded, search results will be much more accurate. Instead of relying on matching the city name or relying on assigning locations to markets, all locations will be included in the search results based on their geocodes. A prime example of this in the case of different spellings such as Roma (Rome) or St. Louis (Saint Louis).

Lodging Logistics runs an automated process to ensure all newly added facilities and hotels that have been added to the system and have not previously been mapped are geocoded. This process runs nightly.

We can also do this in an automated batch process for all of your facilities using the address provided in the **Facilities Upload Template** found in [PORT](#). A problem may arise in some instances when the geocoding service cannot correctly identify the proper location based on the address provided.



When this happens, one of a couple of different steps are taken and will affect how your facilities are geocoded, the mapping of the location, and ultimately your search results:

1. Mapped to the city level. When the city can be identified, but not the street address, the location will be assigned latitude/longitude values that are the same as what is determined to be the center of the city.
2. Mapped to the postal code level. When the postal code can be identified, but not the street address, the location will be assigned latitude/longitude values that are the same as what is determined to be the center of the city.
3. When the geocoding service cannot identify the street address, the postal code, or the city, the location will not be assigned latitude/longitude values. In these cases, PRED's proximity search will not be able to identify the location and it will not be included in the search results. The Lodging Logistics operations support team reviews each location that cannot be identified and attempts to properly geocode it.

## Map Coverage

Not all countries and cities are covered by the Virtual Earth mapping service. Some areas may only offer mapping to the city level (meaning that all facilities and hotels will be geocoded to the city center).

Please refer to this link for details of coverage:

<http://www.microsoft.com/mappoint/products/webservice/regional.aspx>.

Microsoft is constantly adding new areas and as those come online, they will be included into PRED as well.

## Address Interpolation

Geocoding may not be exactly precise. Please refer to the following excerpt from the **Geocoding Wikipedia article**:

*Address interpolation makes use of data from a street [geographic information system](#) where the street network is already mapped within the geographic coordinate space. Each street segment is attributed with address ranges (e.g. house numbers from one segment to the next). Geocoding takes an address, matches it to a street and specific segment (such as a block, in towns that use the "block" convention). Geocoding then interpolates the position of the address, within the range along the segment.*

*Take for example: 742 Evergreen Terrace.*



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Let's say that this segment (for instance, a block) of Evergreen Terrace runs from 700 to 799. Even-numbered addresses would fall on one side (e.g. west side) of Evergreen Terrace, with odd-numbered addresses on the other side (e.g. east side). 742 Evergreen Terrace would (probably) be located slightly less than halfway up the block, on the west side of the street. A point would be mapped at that location along the street, perhaps offset some distance to the west of the street centerline.

However, this process is not always as straightforward as in this example. Difficulties arise when:

- Distinguishing between ambiguous addresses such as 742 Evergreen Terrace and 742 W Evergreen Terrace.
- Geocoding new addresses for a street that is not yet added to the geographic information system database.
- There are multiple 100 Washington Streets in Boston, Massachusetts because several cities have been annexed without changing street names.

Finally, several caveats on using interpolation.

- The typical attribution of a street segment assumes that all "even" numbered parcels are on one side of the segment, and all "odd" numbered parcels are on the other. This is often not true in real life.
- Interpolation assumes that the given parcels are evenly distributed along the length of the segment. This is almost never true in real life; it is not uncommon for a geocoded address to be off by several thousand feet.
- Segment Information (esp. from sources such as TIGER) includes a maximum upper bound for addresses and is interpolated as though the full address range is used. For example, a segment (block) might have a listed range of 100-199, but the last address at the end of the block is 110. In this case, address 110 would be geocoded to 10% of the distance down the segment rather than near the end.
- Most interpolation implementations will produce a point as their resulting "address" location. In reality, the physical address is distributed along the length of the segment, i.e. consider geocoding the address of a shopping mall - the physical lot may run quite some distance along the street segment (or could be thought of as a two-dimensional space-filling polygon which may front on several different streets - or worse, for cities with multi-level streets, a three-dimensional shape that meets different streets at several different levels) but the interpolation treats it as a singularity.



# How to adjust the Options

PRED offers some flexibility in how your company's preferred hotel program is displayed. You can view and change the PRED options by going to the Tools tab in ProLodgic. Once you navigate to the Tools tab, choose the **Change PRED Options** link.



From there you can choose to:

- Change the color of the banner and links displayed
- Display room taxes
- Show upgrade room type rates
- Display hotel phone numbers
- Include a link to the hotel's website
- Include a link to your company's online booking tool
- Set the online booking tool display name
- Set the PRED program year
- Set the default search radius
- Set the Company name displayed

This is a Sample Banner for ABC Company  
With your Selected Color  
#0000CC

PRED Background Color:

Background 00 00 CC

Display Room Taxes in PRED:  Yes  No

Upgraded Room Type rates:  Yes  No

Display Hotel Phone Number:  Yes  No

Display Hotel Website URL:  Yes  No

Online Booking Tool Link:

Online Booking Tool Display Name:

PRED Program Year:

PRED Default Search Radius:

PRED Company Display Name:

Save Options & Close

**ABC Company**  
Preferred Hotel Directory  
Powered by ProLodgic

Home  
News and Information  
Print Directory

City  Near an Address

City  RESET

If your location does not appear in the list, try to refine your search by adding more information. If you are searching for Madison and you cannot see Madison, New Jersey in the list. Try refining your search using Madison, New.

**ABC Company Hotel Program News and Information**

**2010 ABC Company Preferred Hotel Rates Now in Effect**

ABC Company's Global Hotel Team is pleased to announce the 2010 Global Hotel Program. Preferred hotels with negotiated rates are available in all regions of the world. This Directory displays these negotiated hotels and is provided as a guide to facilitate your search for an appropriate hotel in a city or close to a ABC Company facility. This directory is not a booking tool.

Rates may be accessed via your country specific booking tool e.g. E-Travel or GetThere and via your country designated travel agency. Many of the hotels from 2009 remain in the program, but not all. The new hotels added to the program meet ABC Company's business requirements while delivering greater value to the company.



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# PRED Home Page

The PRED Home Page is the first page of the directory your travelers will see. This page contains the search function that allows your travelers to search for your company's preferred hotels by city or address. The home page is also designed to allow posting of small news and informational items that may be of interest or important for your travelers to see. There is also a link on the home page that will allow your travelers to access a print/PDF version of your preferred hotel program.

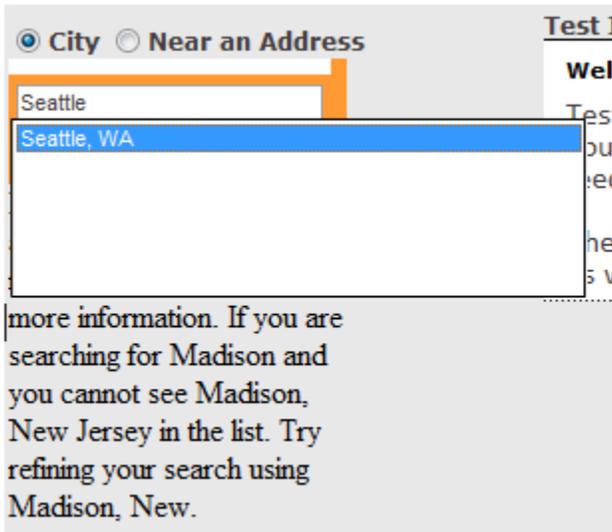
The screenshot shows the PRED Home Page interface. At the top left is the 'travel' logo. The main header is orange and contains the text 'Travel Company Preferred Hotel Directory Powered by Prologis'. Below the header is a navigation menu with links for 'Home', 'News and Information', and 'Print Directory'. The main content area is divided into two columns. The left column features a search form with radio buttons for 'City' (selected) and 'Near an Address', a text input field labeled 'City', and a 'RESET' button. Below the search form is a paragraph of text: 'If your location does not appear in the list, try to refine your search by adding more information. If you are searching for Madison and you cannot see Madison, New Jersey in the list. Try refining your search using Madison, New.' The right column is titled 'Test Insight Co. Hotel Program News and Information' and contains a 'Welcome to the Test Insight Hotel Program' message, followed by a paragraph: 'Test Insight Co. welcomes you to the Insight Preferred Hotel Program. You can search for hotels where we have negotiated rates as well as provide feedback regarding your experience at the hotels in the program.' Below this is another paragraph: 'Check the directory often for news and information regarding the hotel program as well as alerts of high demand.'

## About Submitting News Items

News item must be submitted in Word format and will be posted “as is,” with the exception of font style and size. Lodging Logistics will modify the font style and size to match other news items in the site, unless requested to leave in current format by customer. Graphics cannot be accepted and will not be loaded to the site. There is a limitation of 8,000 characters; including letters, spaces, and numbers. Please note that web links, bold, underline, bullets, etc. use additional character space due to the necessary coding needed to activate.

From the home page you will see there are three options found in the left side bar. These include **Home**, **News and Information**, and **Print Directory**.

Home	News and Information	Print Directory
<p>Home will take you back to the home page where you can reset your search setting, and start a new search. You can view the most recent News and Information posted to PRED.</p> <p>You can navigate to the News and Information page, and Print Directory.</p>	<p>Shows all previous posts to the News and Information section.</p>	<p>Allows users to download a PDF file to view and Print the entire PRED Directory.</p>



From the main page travelers can perform a search to find hotels in a specific city or near an address. As you type, search results auto populate in the drop down below, to help you refine your search. If your location does not appear in the list, you can refine your search by adding more or less information.

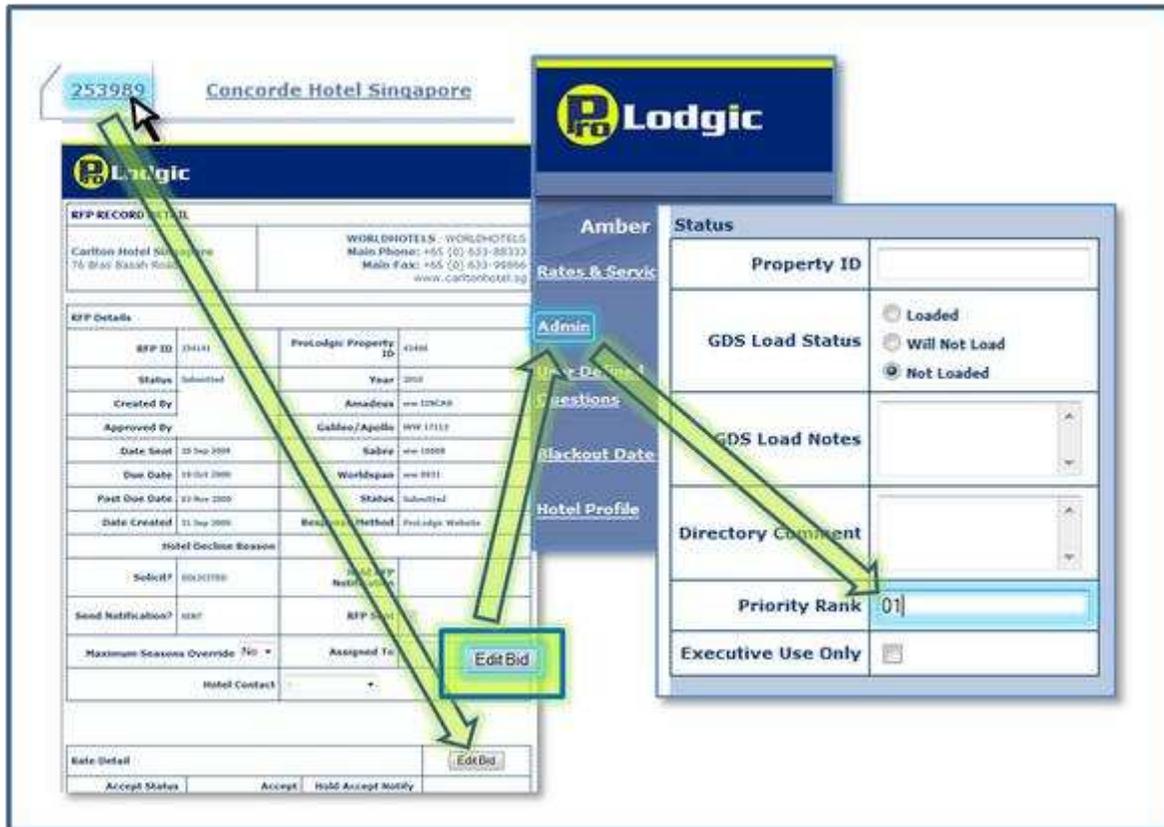
Once the search has been performed the preferred hotels are displayed for that area, as well as a list of facilities and offices. Hotels are listed 10 to a page and are listed according to distance from city center. The default search radius will only show hotels within the search radius.

For example, if the default search radius is set at 20 miles, then all the hotels with 20 miles of the city center will be displayed in the search results. Any hotels outside of 20 miles will not show in the search results.

FACILITIES/OFFICE LOCATIONS		
<a href="#">See More Facilities &gt;&gt;</a>		
Union Square Distance to City Center : 0.62 mi/ 0.99 km One Union Square Seattle WA 98101 USA		Seattle <a href="#">Find Nearby Hotels &gt;&gt;</a>
North Creek Distance to City Center : 13.51 mi/ 21.62 km 18702 North Creek Parkway Bothell WA 98011 USA		Seattle <a href="#">Find Nearby Hotels &gt;&gt;</a>
HOTELS		
	<b>1. Hotel Vintage Park Seattle Downtown</b> 1100 Fifth Avenue Seattle WA 98101 Free Hi-speed Internet, Restaurant	Distance to City Center : 0.29 mi/0.46 km    Rate: 870.00 USD
	<b>2. Sheraton Seattle Hotel</b> 1400 6th Avenue Seattle WA 98101 Hi-speed Internet (\$), Restaurant	Distance to City Center : 0.52 mi/0.83 km    Rate: 870.00 USD
	<b>3. Pan Pacific Seattle</b> 2125 Terry Ave Seattle WA 98121 Area Shuttle Available, Free Hi-speed Internet, Restaurant	Distance to City Center : 1.06 mi/1.7 km    Rate: 870.00 USD
	<b>4. Hyatt Regency Bellevue</b> 900 Bellevue Way Ne Bellevue WA 98004 Hi-speed Internet (\$), Restaurant	Distance to City Center : 6.84 mi/10.94 km    Rate: 870.00 USD
	<b>5. Woodmark Hotel, Yacht Club &amp; Spa</b> 1200 Carillon Pt Kirkland WA 98033 Area Shuttle Available, Free Hi-speed Internet, Restaurant	Distance to City Center : 7.48 mi/11.97 km    Rate: 870.00 USD
	<b>6. The Heathman Hotel Seattle</b> 220 Kirkland Ave. Kirkland WA 98003 Area Shuttle Available, Free Hi-speed Internet, Restaurant	Distance to City Center : 8.3 mi/13.28 km    Rate: 870.00 USD
	<b>7. Courtyard by Marriott Seattle Kirkland</b> 11215 NE 124th Street Kirkland WA 98034-4302 Area Shuttle Available, Free Hi-speed Internet, Restaurant	Distance to City Center : 10.45 mi/16.72 km    Rate varies by season: 870.00-880.00 USD
	<b>8. Larkspur Landing Renton</b> 1701 East Valley Rd Renton WA 98055 Free Hi-speed Internet, Complimentary Breakfast	Distance to City Center : 11.31 mi/18.1 km    Rate: 870.00 USD
	<b>9. Doubletree Seattle Airport</b> 18740 International Boulevard Seattle WA 98188 Free Hi-speed Internet, Restaurant	Distance to City Center : 11.76 mi/18.82 km    Rate: 870.00 USD
	<b>10. Country Inn &amp; Suites Seattle/Bothell</b> 19333 North Creek Parkway Bothell WA 98011 Area Shuttle Available, Free Hi-speed Internet, Restaurant, Complimentary Breakfast	Distance to City Center : 13.73 mi/21.97 km    Rate: 870.00 USD
<a href="#">[Next Page]</a>		

You can view the name of the hotel, address, any negotiated amenities, distance to City Center, and the Rate that was negotiated. Any directory comments will also be viewable from this page, and will be listed at the bottom of the listed hotel. You can also click on the Hotel for more detailed information.

The hotels are listed according to their proximity to the City Center. It is possible to change the ranking of the hotels, so that they will be listed before other hotels regardless of their distance to city center. This is useful if a hotel in the market is offering a special deal, or if their rate is preferred above the other hotels.



Hotel Priority Ranking can be set in Bid Edit in ProLodgic. You can access Bid Edit from the RFP Detail page. From the RFP Record Detail page you can click on the Edit Bid button to edit details about the bid.

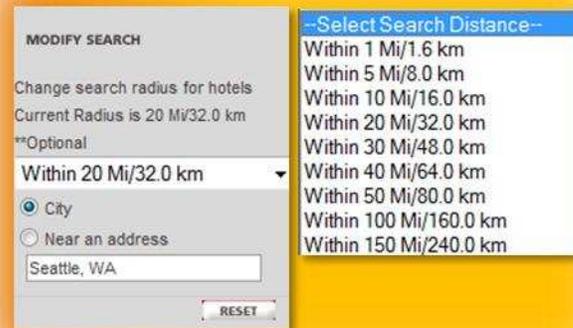
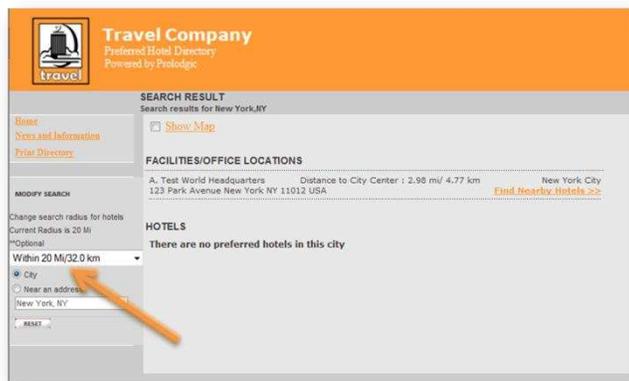
On the left hand tool bar, select the Admin link. From here you will be able to find the section called Priority Rank. You can set the priority rank according to where you would like the hotel to pull in PRED.

You can assign one or more hotels within a market a specific number.



# Modifying a Search

The search results may not provide a specific hotel property in the results. This is most likely due to the search radius being too small, and including the hotel. You can modify the search by changing the search radius, by making it smaller or larger. You can find this on the left side bar.



You can adjust the search radius from within 1 mile, up to 150 miles from city center in order to add additional hotels to your search radius.



# Displaying the Map

PRED offers Microsoft Bing mapping technology. It takes time for Bing to map all the hotel and facility locations. If you wish to view the map, you must select the **Show Map** check box located at the top of the search results.

**Travel Company**  
Preferred Hotel Directory  
Powered by Prologdic

**SEARCH RESULT**  
Search results for New York, NY

**Show Map** ←

**FACILITIES/OFFICE LOCATIONS**

A. Travel Company A Plaza 10 Suite 1401 3 Second Street Jersey City NJ 07311 USA	Distance to City Center : 1.46 mi/ 2.34 km	Newark <a href="#">Find Nearby Hotels &gt;&gt;</a>
B. Travel Company 65 E. 55th Street 24th floor New York NY 10022 USA	Distance to City Center : 3.68 mi/ 5.89 km	New York City <a href="#">Find Nearby Hotels &gt;&gt;</a>

**HOTELS**

<b>1. Andez Wall Street</b> 75 Wall Street New York NY 10005 Free Hi-speed Internet, Restaurant	Distance to City Center : 0.63 mi/1.01 km	Rate varies by season: 870.00-880.00 USD
<b>2. Candelwood Suite</b> 21 SECOND STREET Jersey City NJ 07302 Hi-speed Internet (\$)	Distance to City Center : 1.57 mi/2.51 km	Rate: 870.00 USD
<b>3. Grand Hyatt New York</b> 109 East 42nd Street Park Avenue At Grand Central New York NY 10017 Hi-speed Internet (\$), Restaurant	Distance to City Center : 3.06 mi/4.9 km	Rate varies by season: 870.00-880.00 USD

The map will show you the hotels and company facilities and give you a better view of where they are located in relation to one another. This will allow the user to better determine which hotel they may want to choose in relation to the facility they will be traveling too.





# Hotel Information

Once a search is performed based on city or address, the initial search results will provide some basic information of all hotels within a search radius for some side-to-side comparisons. This basic information includes hotel name, address, some amenities, distance to city center, rates and any additional directory comments that may have been added by those responsible for accepting/adding the preferred hotels to your company's program.

To view detailed information for a specific hotel in the search results, click on the hotel name:

**11. Jumeirah Essex House**  Distance to City Center : 3.91 mi/6.26 km Rate varies by season: 999.00 – 999.00 USD  
 160 Central Park South, New York, NY 10019 USA  
 Free Hi-speed Internet, Restaurant

ABC Company Weekend Offer - Weekend Rate of 999 plus tax per night for Friday Saturday and Sunday stays thru February 28, 2011.

Hotel Home General Information Hotel Services Guest Rooms Airport/Directions Feedback

**Jumeirah Essex House** Jumeirah  
 160 Central Park South, New York, NY 10019 USA  
[www.jumeirahessexhouse.com](http://www.jumeirahessexhouse.com) Phone: +1 (212) 247-0200 Fax: +1 (212) 315-1839

ABC Company  
 Rate Subject to Availability  
 USD  
 Available To: Subsidiary, Contractors, Personal Use  
[Tax Details](#)

**DELUXE QUEEN**

Jan 01 - Mar 31	999
Apr 01 - Jun 30	999
Jul 01 - Sep 05	999
Sep 06 - Dec 31	999

Cancel Policy: 24HRS  
 Amadeus: JT NYCXBN Galileo: JT 08971 Sabre: JT 1029 Worldspan: JT 1168

**No Blackout Dates**

- Restaurant
- Free In-Room Ethernet
- In-Room Wi-Fi \$(14.95 USD)
- Coffee/Tea Maker
- 2-Line Phones
- On-site Fitness Center (Limited) 5
- Business Center

AAA Rating: 4 Diamond  
 Mobil: 4 Star

Tax Details		
Taxes & Service Charges		Included
Occupancy:	2 USD	
Lodging:	1.0 USD	
City:	5.88%	
State:	8.88%	
VAT/GST:	0%	
Service Charge:	0%	

**Tiered Rates**

		DELUXE QUEEN		DELUXE KING	
		LRA	NLRA	LRA	NLRA
01 Jan 2011 - 31 Mar 2011	1 - 5	999			999
	6 - 11	999			999
	12 - 24	999			999
	25+	999			999
01 Apr 2011 - 30 Jun 2011	1 - 5	999			999
	6 - 11	999			999
	12 - 24	999			999
	25+	999			999
01 Jul 2011 - 05 Sep 2011	1 - 5	999			999
	6 - 11	999			999
	12 - 24	999			999
	25+	999			999
06 Sep 2011 - 31 Dec 2011	1 - 5	999			999
	6 - 11	999			999
	12 - 24	999			999
	25+	999			999

Clicking on the hotel name will take you to the **Hotel Home** page, which provides more details as well as links for General Information, Hotel Services, Guest Rooms Airport/Directions and a Traveler Feedback form. Most of the information provided in these areas is the data submitted by the hoteliers when responding to the RFP.

Some of the detailed information found on the Hotel Home page is:

- Currency
- Rate Available to
- Tax Details
- Negotiated rooms and rates
- Cancellation Policy
- GDS Code Information
- Blackout dates
- Amenities
- Tiered rates offered



If the hotel phone number and online booking tool link were marked to show in the PRED options, you would see the information here.

The **General Information** page provides a hotel description as provided by the hoteliers when responding to the RFP. This section also lists accepted payments, number of floors, number of rooms, number of non-smoking rooms, year built and year of last renovation.

The **Hotel Services** page includes a detailed list of services, available recreation, and available food services.

**Guest Rooms** provides a name and/or description of the room types available to the traveler, as well as a list of amenities offered by the hotel.

Clicking on the **Airport Directions** link will provide a map of the hotel as well as directions from up to three of the nearest airports.

The **Feedback** link offers an eight-question form that your travelers can complete sharing feedback regarding their stay at this hotel. When the reports are submitted, your dedicated account manager will send the report to you to assist you in evaluating your travelers' experiences at various properties in your program.

Hotel Home	General Information	Hotel Services	Guest Rooms	Airport Directions	Feedback
Hotel Name	Hotel Description	Hotel Services (such as Wi-Fi, Laundry, Complimentary Newspaper, ect.)	Room Type 1	Listed Directions to the nearest airports, as well as a map to view locations	An eight question online feedback form for travelers to provide feedback regarding their stay at the hotel.
Street Address	Accepted Payment	Available Recreation	Room Type 2		
Phone number	# of Floors	Available Food Services	Amenities (such as air-conditioning, work desk, hair dryer, minibar, cable, satellite tv)		
Fax Number	# of Rooms				
Hotel URL	# of Non Smoking Rooms				
Preferred Rates and Seasons	Year Built				
Tax details	Last Room Renovation				
GDS Codes	Security Scores				
Black Out Dates					
Negotiated Amenities					
Hotel Rating					



# Providing Feedback

A traveler can click on the **Feedback** link and fill out an online form regarding their stay at the hotel. They can provide information such as check in date, and number of nights stayed. They can also answer a short questionnaire as well as add comments about their hotel experience. The information is provided to the travel manager by the Lodging Logistics account manager when any feedback is provided by a traveler:

## Questions include:

- ✓ How would you rate this hotel overall?
- ✓ Overall, how do you rate the value as compared to the rate you paid?
- ✓ Overall, how would you rate the service you received from the hotel staff?
- ✓ Overall, how would you rate the condition of the hotel?
- ✓ How would you rate the hotel for business travel? (Hi-speed internet access, business center/services, work desk in room etc.)
- ✓ How would you rate the food service at the hotel?
- ✓ Would you recommend this hotel to other company travelers?