

What's New in Version 2.9

A) All Users

1. **Reservation – Letters – Spool Question:** The question about the deletion of the printer spool entry after printing has been removed.
2. **Reservation – Letters – Subject:** A new field contains a subject line with reservation number. Both this new field and the email address can be put into the Windows clipboard for easy pasting in an E-mail programme.
3. **Reminders Printing (Control Fixed Dates):** Reminders can now be printed directly bypassing the printer spool.
4. **Control Fixed Dates – Filter Conditions:** In menu item "Settings/ComboBox Lists" filter conditions per user name can be applied. Example: assign dates to special users. Form: a_dates, Field: user. A default setting is possible per security level and for all other users (blank code field). The expression is set in the control field. Reservation table (s_reser), house table (s_firm) and dates table (s_dates) can be used.
5. **Reservation – tab Conf. Rooms – Seat Plan:** If a seat plan is set up for a room, existing seat plan types are only shown in the list box of this room. This box also shows the number of seats.
6. **Reservation – tab Rooms – Filter:** There are new filters for the room list using building, floor, corridors and room type. The filter popup can be opened via a right click on the header of building, floor or corridor.
7. **Shared Customer Database:** Two or more separate installations can share the same database. For this reason the customer database and its history have been moved to a new folder "data_shared". The location of this folder can be specified as the fourth parameter: e.g. "rb.exe XP, "", "", E:\data_shared". This also affects the Database Toolkit which offers an additional set of buttons.
8. **Recommendation - Tip-Terminal Server Users with more than 256 colours:** Switch off "tiptimer" (=0) in "Settings Supervisor".
9. **New Default Values and Validation Values (From/To) for Date Fields (Field Validation):**
 - *month - first day of current month
 - *monthl - last day of current month
 - *prev - first day of previous month
 - *dow1 - *dow7 (Sun - Mon) - day of the week (from today backwards)
 - *x - like *date - today
 - but for date fields default values without 5 am adjustment (in contrast to *date())
 - *qfc - current quarter from (first day)
 - *qtc - current quarter to (last day)
 - *qfp - previous quarter from (first day)
 - *qtp - previous quarter to (last day)
 - *yfc - current year from (first day)
 - *ytc - current year to (last day)
 - *yfp - previous year from (first day)
 - *ytp - previous year to (last day)

All can be adjusted with +/- number of days (via numeric field).
10. **Room Plan Days – Filter:** There are new filters for the room list using building, floor, corridor and room type. The filter popup can be opened via a left mouse click on the header of building, floor or corridor.
11. **Guests – Browse Tab – Search by e-mail:** A new column "E-mail" allows to search for a guest by his/her E-mail address.
12. **Retrieve Internet Bookings – E-Mail matching:** If a customer books with an E-mail address which is already stored in the guest database, this corresponding entry is assigned to the reservation and no new one is created. Please double check addresses of group enquiries.
13. **Users allowed to change same level users:** Flexible level which users can see and edit other users with the same security level (default 20) from: Field Validation "c_user/seclevel".
14. **Messages Improvements:** The message content has been optimized with regard to disk space usage. Messages for one user are limited to 5080 characters. The user list keeps its position during update.
15. **Optional: Room Assignment – Mixed Rooms – Gender (Room Plan, Reservation, Quick Reservation):** Each assigned room in reservations can be specified as a mixed room (there is also a default field on top of tab "Rooms" and in "Quick Reservation"). A flexible validation rule ("overbook6") can prevent genders from being mixed by accident. On the room plan empty beds

have got two new colours (flexible): mixed candidate female = green/yellow and mixed candidate male = green/blue. They show beds where all people are male or female but all agreed to a mixed room. This needs to be switched on the following way: menu item "Settings/ComboBox Lists", field "housetype". Change control field position 13 to "N" – this releases the new column "Mix" (Reservations tab "Rooms"). Change your hostel (menu "Reference Data") to another housetype, "Save" and change it back to the original one.

16. **Optional: Room Plan per Day, Reservations – Different Names per Bed:** A new column "Name" (Reservations tab "Rooms") can be activated: menu item "Settings / Combobox Lists", field "housetype". Change control field position 14 to "N" – this releases the new column "Name". Change your hostel (menu Ref. Data) to another house type, "Save" and change it back to the original one. This new column can be filled with a comma separated list of guest names in this room. In the room plan you see the first three characters of the reservation and then the names entered here (also on the fire list). Caution: a new automatic room allocation started afterwards deletes this information.
17. **Room Plan per Day – Gender Assignment:** Assign a gender to empty rooms via a right mouse click on an empty room. This is also used for the validation ("overbook6").
18. **Room Plan per Day – Header Memo:** Flexible multiline memo field per day - Click on header to edit. You might want to increase the header height: Menu "Settings/Field Validation", field "header" default value.
19. **Room Plan per Day – Validation: do not Move Guests after Check-In:** A new validation prevents guests from being moved to another room after check-in.
20. **Room Plan per Day – Bed Names:** Single character bed names e.g. T=Top, B=Bottom can be set via menu "Reference Data/Rooms", tab "Detail 2", Bed Names (e.g. BTBTBT).
21. **Caps Lock auto-off on Login:** The login screen switches Caps Lock off automatically.
22. **Reservations, Tab Rooms – Allotments Colour:** If a room is used as an own and other allotment during the time period, it is shown in black.
23. **Allotments per Day – Float Lead Time:** The new lead time setting prevents the float rule from being applied before a certain lead time for a particular time. A float rule for Sept. 20th with a lead time of 8 days, first starts with calculations on Sept. 12th. This feature can be used for times where the hostel is reserved for groups to avoid long-term Internet bookings. Once the lead time is reached the system puts the beds on the web automatically. The main advantage is that no regular maintenance is needed anymore. Be careful despite a lead time the allotment can be set manually for those days.
24. **Allotments per Day – FloatMin:** In the past it was used to increase the number of beds calculated via a percentage not taking into consideration availability (effect only with a percentage lower than 100%).
Example old: 30 beds available 10% and FloatMin 4 lead to 4 beds (instead of 3 without FloatMin)
Example new: 3 beds available 100% with FloatMin 4 leads to zero because the minimum of 4 is not reached. (makes sense if beds are sold in chunks of 4 beds for private rooms)
Additionally the new FloatMin calculates only a multiple of FloatMin. The new behaviour is only applied for FloatMin values lower than 10. 10 and more keeps the old version.
25. **Guests/Customers – “address changes disabled” locks all fields now:** This prevents from credit card numbers being entered accidentally into special guest numbers.
26. **Quick Reservation:** More user fields of reservations at the bottom: reservation user fields 4, 5 and 6.
27. **Guest History:** It is already created and updated for all future reservations and does not rely on reorganization any more. This is helpful for menu item "Reports / Query Mailmerge/Labels/Reports".
28. **Guest/Customers – Credit Card Data:** Credit card data in the customer database is now encrypted.
29. **Calendar Overview Day – New Tabs:** Two new tabs on the right hand side (total of 10 tabs). Default width and height increased. New tabs used for "Housekeeping" and "Blocks" by default.
30. **Calendar Schedule – New Tab:** One new tab on the right hand side (total of 8 tabs). Default width and height increased. New tab used for "Blocks" by default.
31. **Calendar Overview Day – Housekeeping:** A new tab with housekeeping information. It shows all rooms with departures, arrivals and stays. Rooms can be marked as cleaned, checked, repaired or with a problem description.
32. **Blocks:** A new screen plan shows used beds by guest type (grouping needs to be set up first – field "guestcodeb"). An allotment can be assigned for each guest type group via menu item "Allotments per Day". Reservations are shown in green or red (under or over allotment). Options are hardcoded as reservation type "21" and shown in yellow and orange. A warning can be

issued if a reservation exceeds the allotment ("warning", "BL"). The room type filter can be applied.

33. **Articles/Packages – Meal Plan per Day:** For each day a different meal plan can be specified. Simply enter all meal plans one after another into the larger field (menu item "Articles", tab "Package").
34. **Reservation – Meal Plan for 0 Nights / Meeting Rooms:** For zero night reservations a meal plan record is kept and applied: manual entry or package default. In this case the standard starting time is morning. This is useful for meeting room, only bookings.
35. **Auto Room Assignment – Improvements:** Allotments are now omitted correctly from the available rooms. Free bed numbers (memo field) are assigned automatically.
36. **Reservations, Rooms – New Automatic Bed Assignment:** For hostels assigning bed numbers (memo field on tab "Rooms") the system sets this field automatically depending on available beds. This simplifies the work via the tab "Rooms" for dorm beds. Works up to 20 beds per room.
37. **Internet Booking Interface – Enhancements:** New fields: third template for automatic room allocation with mixed accommodation. New tab: all six reservation user fields, customer number invoice, reservation and guarantee.
38. **Guests/Customers – Contacts:** Multiple contact names can be assigned to a single customer entry via tab "Contacts/Credit". This results in a one-to-many cross relationship. For such guests the contact can be selected in reservations (customer no. guest and reservation). For the usage in letters additional custom report programming is needed.
39. **Guarantees – Terms:** This new field allows to assign different terms to reservations: prepayment terms, user fields, default payment type and mandatory credit card entry. See menu item "Reference Data/Guarantees" and "Reservations" tab "Terms". They can be assigned to guest types and Internet bookings and get applied automatically in those cases.
40. **Launcher Application:** Instead of calling "rb.exe", "launcher.exe/launcher.ini" can be used for starting the application in heavy traffic networks or on terminal servers. This allows to replace "rb.exe" e.g. by "rb2.exe" while the system is still in use.
41. **Reorganization Date Entry:** The four date fields can be enabled/disabled via labels "reorg1" to "reorg4".
42. **Block planned tasks in case of data maintenance via text files (already late 2.8):** risauto, updauto.

B) Integrated Invoicing

1. **Room Plan per Day – Show Prices:** Button "P" shows bed/room prices for each bed/room. The corresponding article is set via the menu "Reference Data/Rooms", tab "Detail 2" field "Rack Rate". Additionally a price per day can be shown in the header for example for group rates. Menu item "Settings/Field Validation", field "article" default value. You might want to increase the header height: Menu item "Settings/Field Validation", field "header" default value.
2. **Due Date Calculation:** A negative value (Hostels/Hotels, Guests) calculates from the invoice date (instead of the departure date): -1 = invoice date, etc.
3. **Articles – Exchange by Duration:** There are two new exchange codes 94 and 95. They work similar to 04 – number of nights. 94 – User field 1 needs to be Y (switch on/off by user). 95 – Package needs to be filled.
4. **Articles – Exchange by Seat Plan Meeting Room:** There is a new exchange code 40. It allows different articles/pricing depending on field "Seat Plan" (which can also be used for a different purpose).
5. **Articles/Packages: Financial split to different days:** Via a new field a split into different days can be set up. If the new field is filled (e.g. *) then the quantity is split to 1 per day (e.g. 4 nights in a package). In addition, each position can specify the exact day within the stay: 0-arrival, 1-arrival+1, etc. Prices are derived from the same date for all items in a package (column date of invoice/arrival). Overnights are now also put into Split-Records. For packages the total number of overnights is reversed and stored for containing articles. To get accrual overnight figures the statistics reports need to be changed to include split records (jtype="S").
6. **Stop Yield Pricing after a certain date:** At this date later prices for yield articles are not stored with the reservation anymore. This makes sense for bookings in the far future where no price is calculated yet. Once the prices for this period have been created and this date has been moved further into the future, all these reservations get the new price automatically (without the need to remove old prices). Field Validation: "stopyield".

7. **Maintaining Buttons Cash Register Simplified:** Users which have the right to access menu item "Button Def. Cash Register" (≥ 20), can access the button definition directly via a right mouse click.
8. **Yield Management – Options Speed, Files:** "Settings/ComboBox Lists": "m_price", "pricefile" – Control Field: Position 1-49: a file name. Only if this file name is present, a calculation is processed. The file is deleted afterwards. Position 50: Y-read availability (default in the past). Set to "N" to improve speed if availability is not needed.
9. **Meta Prices – Prevent existing prices from being overwritten when changing the formula:** If you change an existing meta price entry, prices are only overwritten if the new checkbox "Overwrite existing entries" is ticked. Normally only the formula is replaced.
10. **Articles/Packages – Split – only active articles:** For packages internal, disabled articles are not allowed in the split break down and also removed from the article list box. The new field validation rule "artdc" can be switched off: numeric default value to 0.
11. **Billing Statements (Reports):** This new feature combines separate invoices to a single billing statement (also for different reservations).
12. **Billing Statement (Reservation):** This new invoice receipt type ("0") sums up all invoices and payments for a single reservation and shows the total amount open at the bottom.
13. **Charge to Guest Ledger:** Open services of unbilled invoices can be charged to a "Guest Ledger account" till a cut-off date. This can be used as night auditing or month end procedure to close a certain time period. Preparation: Create a guest ledger article and assign a guest ledger account to this article. On tab "Misc" (article database) enter a "Z" for "Automatic Balance". Assign this new article as a default via menu Field Validation, Field "gledger" (overwrite the "00"). The guest ledger account should be carried forward similar to other real accounts (see "Accounts"). Please note that all items billed manually before or on the current cut-off date get a benefit date one day after the cut-off date. In this case the benefit date stops matching the date of the service e.g. the overnight. The original service date is stored as real date in transactions.
 Accrual Accounting
 → Old Problems
 - changes to past dates are possible
 - open amounts not yet posted (before issuing an invoice)
 → Solution – Cut-off date for Guest Ledger
 - data can only be posted after cut-off
 - charge to the guest ledger posts all open data and sets a new cut-off date
 → Conclusion
 - data selections till the cut-off date are now final and cannot change anymore
 - periods can be closed immediately (posting to guest ledger)
 → Exception
 - Accounting transactions are still flexible (but a field validation rule may limit them)
 → Usage
 - Either daily, weekly, monthly or yearly to close periods by calendar date
14. **New statistics fields stored in financial transactions (s_jhead):** Guest data user field 2 (s_guest.user02), reservation user fields 4 and 5 (s_reser.ruser04/05) are stored in the invoice header on billing time. Therefore the content of those fields is stored and not changeable for later reporting.
15. **Field Validation number of Overnights/Guests (already late 2.8):** Two new optional field validations can make sure that reservation data overnights and number of people must match the invoice: Fields: "strict"/"strict2", Form: "s_reser", Range "Y" – "Y".

C) Additional External Functions (not free of charge)

1. **Upload Closed Times to ASSD Web Booking Engine:** The times when a hostel/hotel is closed can be uploaded to the web booking engine and stored in the corresponding "house" field. Field "pms_closed".
2. **Import arrival time from Internet bookings:** XML: arrivaltime
3. **Import Cancellations from the Web:** Online cancellations can be imported and cancelled automatically.
4. **Import Web Deposit into Invoice:** Web deposit import into invoice (e.g. Hostelworld).