


SynXis Booking Engine Designer Quick Start Guide

The items included within this document are the minimum requirements to successfully launch your SynXis Booking Engine. These items address the look and feel of your booking engine and shape the customer experience. Additional options are available within the tool for further customization. While some steps refer to consuming SynXis CR Configuration, there is configuration required in SynXis CR as well. Click [here](#) for details.

Configuration Icons, found on the left side of the home page, drive navigation within the SynXis Booking Engine Designer. For the configuration items that include a variety of options, details and images are available within the application Help pages. Navigate to the selected area based instructions below;  and if desired, click on the toolbar to launch the in-context Help documentation with these details.



Pages: Items in the page modal define how the booking engine and main product page will display your products for merchandising as well as customize the available settings and labels for each section.



Theme: The items in the theme modal allow for configuration of fonts, color, logo, etc. for both global styles and components.



Assets: Upload and manage file, images and custom scripts.

Instructions:



Pages

Pages > Product > Settings >

a. Split View Settings

i. Show Rate Image

Enable if you want to use the rate images from SynXis CR when your rates display. If not enabled, hotel image will be used instead.

ii. Default Split View Type



Choose Rooms or Rates as your default view for the Rooms page.

b. Video Settings

i. Enable Videos

This feature allows videos to be uploaded and played in Booking Engine.

ii. Load Videos for Rooms

Videos cannot be stored on SynXis CR or Booking Engine Designer. Links to videos hosted on an external site must be provided.

Pages > Hotel > Settings >

a. Hotel Settings

i. Lead Price Display

Select your preferred display of how the initial price for a stay date range will display when shopped.

Pages > General > Settings >

a. General Settings

i. Select channels to allow bookings without payment

Enable this option if you have channels configured in the SynXis CR for which you want a customer to be able to book without providing a payment method.

ii. Show Add Ons

Activate if you have packages configured in the SynXis CR that you wish to display in SynXis Booking Engine.

iii. Show Review Page

This option displays a review page with the details of the reservation before taking the customer to the payment screen.

iv. Price Summary Expanded

Setting enabled by default; displays the pricing summary shown in the Your Stay reservation details. Deselect if you prefer not to include this within the display.

v. Display Deposit Amount

Enable this feature to display the required deposit amount, if applicable. Rates requiring a deposit must be configured by assigning a deposit-type guarantee policy to the desired rate(s) within the SynXis CR.

vi. Display Cancel Amount

Enable display of the cancellation amount, if applicable. Cancellation policies must be configured in the SynXis CR.

vii. Display Children Policy

Enable to display your hotel's child policy. The policy will be defined in label configurations in a future step. Separately, Child Age Ranges will be defined in SynXis CR.

viii. Display Additional Policy



Enable to display an Additional Policy. The policy will be defined in label configurations in a future step. The Additional Policy is defined as a static label in SynXis Booking Engine Designer.

ix. Display Price Rounding

Choose how pricing applies rounding to the shopping price amounts:

- With Decimals
- Nearest Whole Amount
- Rounded Up (Default)
- Rounded Down

x. Detail Price Rounding

Choose how pricing applies rounding to Product and Detail pricing:

- With Decimals
- Nearest Whole Amount
- Rounded Up (Default)
- Rounded Down

b. Hero Image

i. Enable Hero Image Rooms

Select to enable the Hero Image on the room page (results page).

ii. Enable Hero Hotel

Select to enable the Hero Image on the Chain page.

iii. Enable Hero Search Results

Select to enable the Hero Image on the Retrieve Reservation Page.

c. CRM

i. Log in Enable

Allows sign in to SynXis Booking Engine by performing an SSO with a CRM. Contact your Implementation Manager for activation.

ii. Pass Credentials with Log In

Must be enabled if using CRM sign in on SynXis Booking Engine.

iii. Form post access token parameter

Must be enabled if using CRM sign in on SynXis Booking Engine to determine the type of form data that is sent back to the CRM. Options: HTTP POST parameter or URL query parameter.

iv. Form post invalid token behavior – Default Continue as anonymous user

Must be enabled if using CRM sign in on SynXis Booking Engine to determine the redirect option when the customer uses an invalid username/password combination. Options: Redirect to CRM or Continue as anonymous user.

v. New account link

Must be enabled if using CRM sign in on SynXis Booking Engine.

vi. Log in URL

Must be enabled if using CRM sign in on SynXis Booking Engine.

vii. Forgot Password URL



Must be enabled if using CRM sign in on SynXis Booking Engine.

□ **Pages > Calendar > Settings >**

a. Calendar Settings

- i. Disable Children Selection, **OR**
Collect Child Age **AND** Max Age for Child - 18 default
Determine how children are accounted for at the time of booking.
- ii. Calendar Price Display
Choose how to display the price shown on the calendar.
- iii. Arrival Lead Days
Choose how many days out from the current date that you want your calendar to begin accepting reservation. Default is 0 days which allows arrival on the same day as booking.
- iv. Months of Inventory to display.
Choose how far into the future you want to allow bookings.
- v. Max # of Nights
Set the maximum number of nights that can be booked in a single reservation.

□ **Pages > Filters > Settings >**

a. Filter Settings

These settings will reflect in the advanced search bar.

- i. Show Rate Filters
Allows users to search by rate codes that have been configured in SynXis CR.
- ii. Show All Rates with Promo
All available rates display when a promo code is entered if enabled. Enabled by default. Sabre recommends disabling this option for a better display to bookers.
- iii. Include Unassigned Rates in Rate Filters
If a rate filter is used it will also display any unassigned rates. Enabled by default. We recommend disabling this option to simplify search results.

b. Hotel Filters

Display or hide the following hotel filters to the Show Filters drop-down.

- i. Brands
- ii. Destination

c. Product Filters

Display or hide the following product filters to the Show Filters drop-down.

- i. Room Views
- ii. Bed Type
- iii. Rate Type



- iv. Room Category
- v. Room Features
- vi. Room Type
- vii. Price

□ **Pages > Global Bar > Settings >**

a. Global Bar Settings

- i. Allow Login
Can be enabled without any other sign in option or loyalty setup to allow standard accounts to create guest profiles and store their profile info.
- ii. Enable Loyalty Program Types
This option allows the different loyalty programs that have been configured in SynXis CR to be displayed on the checkout page of the SynXis Booking Engine. If no loyalty programs had been configured in SynXis CR, this option should be disabled.
- iii. Use SPS Profile by Default
Only use for SPS as Profile provider.
- iv. Offer Dual Login
Allows users who use a CRM provider with Profile Sync in addition to guest profiles on SynXis CR to perform a dual login.
- v. Dual Login- Default to SPS Profile
Allows users to perform a dual login when they use SPS as Profile provider with Profile Sync in addition to guest profiles on SynXis CR. Disable if not using an SPS.
- vi. Sign-In for Benefits
Show member rates that required sign in when selected.
- vii. Show Tax and Fee in Price Breakdowns **OR** Show Pricing Inclusive of Tax

□ **Pages > Confirmation > Settings >**

a. Confirmation Settings

- i. Show HTML Area
- ii. Show Marketing Message

□ **Pages > Guest & Payment>Settings >**

a. Acknowledgements

Acknowledgements can be set as Visible or Not Visible and Optional or Required.

- i. Booking Conditions
Recommend making Visible/Required.
- ii. Market Opt-In
Recommend making Visible/Required if marketing opt-in is required.

b. Transportation Settings



If you chose to display Transportation Setup and Airports, you should choose only one of the Arrival Time Options.

- i. Display Transportation Settings Transportation Setup and Airports Configured in SynXis CR.
- ii. Arrival Time Not Required **OR** Arrival Time Always Required **OR** Arrival Time required if Entered

☐ **Pages > Global Bar > Labels >**

Customize labels for hotel information defined in the SynXis CR.

a. Custom Fields

- i. Hotel Information
- ii. Find Reservations
- iii. Hotel Phone Number

☐ **Pages > General > Labels >**

Customize the labels for your booking engine's currency and policies as needed for your site.

a. Custom Fields

- i. Currency Selection
- ii. All Currencies
- iii. Property Currency
- iv. Children Policy
- v. Additional Policy

☐ **Pages > General > Policy URLs >**

Enable title and associate a URL to that title for each of the different policies enabled on SynXis Booking Engine per Language. (Policy pages are not stored within the Booking Engine).

a. Policy URLs

- i. Checkout Page Opt In Policy URL
- ii. Checkout Page Privacy Policy URL
- iii. Checkout Page Booking Conditions URL
- iv. Checkout Page Profile Creation URL
- v. Sign Up Page Opt In Policy URL
- vi. Sign Up Page Privacy Policy URL
- vii. Sign Up Page Profile Creation URL

□ Pages > General > Tracking Hooks

Section to associate the tracking files loaded on the assets section of Booking Engine Designer.



Theme

□ Theme > Components >

a. Header

This is the header of your landing page.

- i. Page Title
Customize the name of the page title. The title cannot be translated to other languages.
- ii. Favicon URL
Insert the URL of a Favicon after it has been uploaded into your Assets. (Uploading the favicon is covered in Assets in a future step.)
- iii. Logo URL
Insert the URL of your Logo after it has been uploaded into your Assets. (Uploading the favicon is covered in Assets in a future step.)
- iv. Set Logo Image Display Parameters
- v. Display Hotel Name on Global Bar
Displays the Hotel name from SynXis CR on the Global Bar. If hero image is enabled, Hotel name will not be displayed on the Rooms results page, but it will display on subsequent pages.
- vi. Set Hero Image Display Parameters
Image Requirements: 1600px width, 4:3 aspect ratio for photos, up to 5 MB
- vii. Set Hero Image URL

b. Calendar

- i. Date Borders
- ii. Date Colors
- iii. Date Background Colors
- iv. Price Tool Tip
- v. Loading Icon

□ Theme > Components > Custom Content

Section to associate the HTML files loaded on the assets section of Designer (Head, Header, Footer).



Assets

Assets > Images >

Upload images to be utilized within SynXis Booking Engine.

a. Images

- i. Favicon
- ii. Logo
- iii. Hero Image

Image Requirements: 1600px width, 4:3 aspect ratio for photos, up to 5 MB.

SynXis CR Configuration:

The following are required SynXis CR configuration items to support consumption of the same information in the SynXis Booking Engine via the Booking Engine Designer configuration.

- Define Hotel Information – *Setup > Property Info > Basics*
- Set Property Currency – *Setup > Property Info > Basics*
- Upload Hotel Image – *Setup > Property Info > Basics*
- Define Property Details, Amenities and Features – *Setup > Property Info > Descriptions*
- Configure and Assign Guarantee Policies – *Setup > Property > Policies > Guarantee Policies*
- Configure and Assign Cancel Policies – *Setup > Property > Policies > Cancel Policies*
- Configure Child Age Ranges – *Setup > Property > Child Age Ranges*
- Define Room Amenities – *Setup > Property > Property info > Services & Amenities > Room Amenities*
- Define Room Features – *Setup > Property > Features*
- Set Rate Image – *Setup > Rate Configuration > Image Library > CRS > Upload*
- Define Rate Categories for your Filters – *Setup > Rates > Rate Categories*
- Setup Packages – *Setup > Packages > Package Setup*
- Setup Loyalty Programs - *Administration > Chain > Loyalty Programs*
- Setup Transportation Settings & Airports - *Setup > Property > Transportation Setup*