

HOSPITALITY  
WITH A  
SYSTEM



**Selling vouchers with protel**

**protel Vouchers and protel Online Vouchers**

**Product information**

# PROTEL (ONLINE) VOUCHERS



protel Documentation | protel (Online) Vouchers | Product information | EN 2.0 | 2011-02-18

## protel Vouchers

protel Vouchers

- Simplify voucher sales
- Multiply turnover

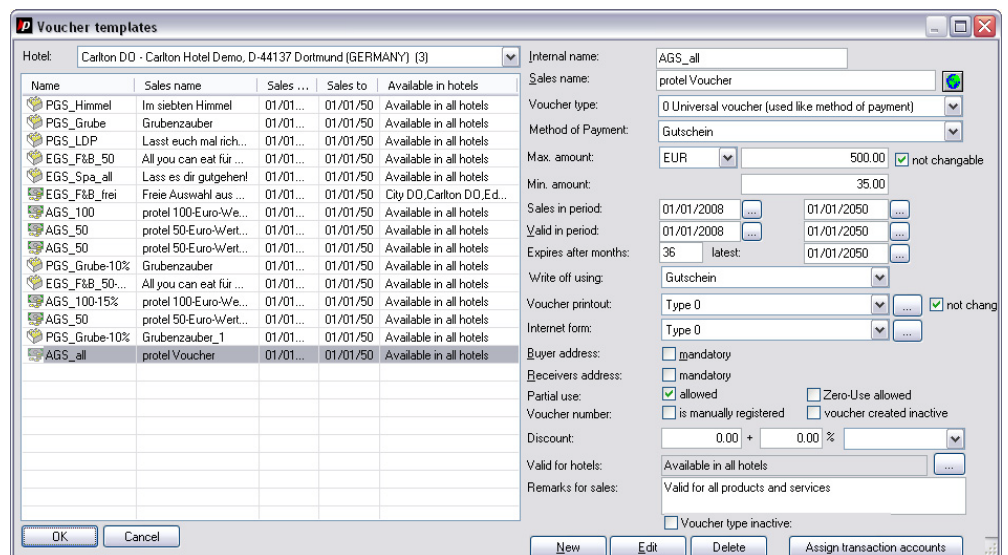
Vouchers and gift certificates become more and more popular. Not only for consumers and guests but also for decision makers, always on the lookout for new ways to increase the revenue of their houses and to boost their sales. In Great Britain, for example, the overall annual sales of vouchers are growing at 24 %. Today, there are hotels that actually make most of their turnover by selling vouchers.

If you sell vouchers at the front desk and/or online via the hotel's website: protel Vouchers is seamlessly integrated in the protel PMS and relieves you of the administrative strain often associated with voucher sales. Issue, print, sell, administrate and redeem as many vouchers and gift certificates as you want. protel Vouchers puts the professional handling of voucher sales at your fingertips.

Reusable templates reduce your work

Almost all entries and settings are already pre-set in the system data.

Use these templates to sell vouchers in protel FO or via the Internet in an instant.



protel SD | Dialogue: Voucher template „Universal voucher“

Abstract

With protel Vouchers you can create voucher templates in the protel system data to sell vouchers and gift certificates for all kinds of purposes. You can choose either universal vouchers, which can be used as a method of payment, or earmarked vouchers.

Vouchers

- issue
- sell
- redeem
- manage

Based on these templates, vouchers and gift certificates can then be offered for sale at the front office or via the Internet. After entering all information, you can post as many vouchers as you want to a guest invoice (when selling to an in-house guest) or to a non-guest invoice (when selling to a walk-in or via the Internet) in a single process. And only one click triggers print merge. Moreover, managing vouchers in protel FO enables you to constantly track all sold or (fully or partially) redeemed vouchers.

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## protel Vouchers: Three voucher types for every need

Three predefined types:

protel's voucher management approach is built around practical examples from everyday use. There are three predefined voucher types you can easily customize to issue vouchers and gift certificates for any need. This includes

Universal vouchers

- Universal vouchers are used as a method of payment. This voucher type is not restricted to any distinct purpose and can be redeemed for any products or services your house offers.

Restricted vouchers

- Earmarked vouchers are also used as a method of payment. This voucher type is restricted in as much as it is bound to one or several protel transaction accounts (TAA). The voucher user can choose from a predetermined range of products and services up to a fixed maximum amount.

Package vouchers

- Package vouchers refer to distinct purposes and are meant for arrangements defined in the rate codes. A package voucher is meant to be redeemed exclusively for a predefined arrangement of certain products and services. The amount is fixed and reckoned as redeemed even if not all of the included services have been called upon.

## Selling vouchers and gift certificates with protel Vouchers

Voucher templates (protel SD)



In protel SD you can create one or more voucher templates with predefined parameters (such as name, purpose, value etc.) based on the above mentioned three voucher types.

Sell vouchers (protel FO)



Use these templates in protel Front Office to issue, sell and print specific vouchers without any further ado.

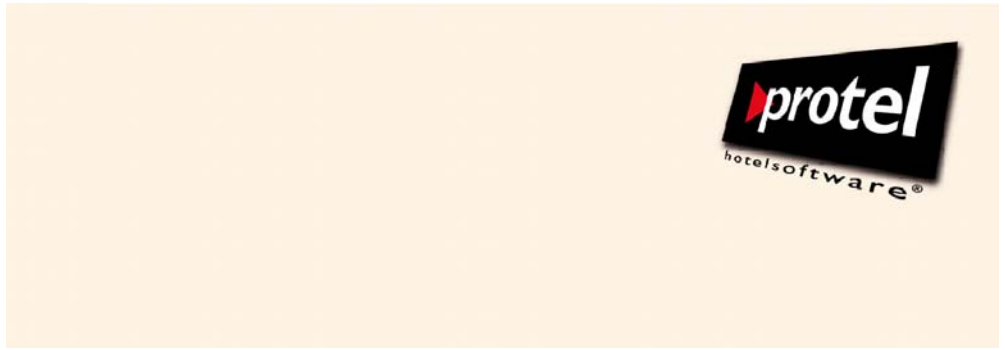
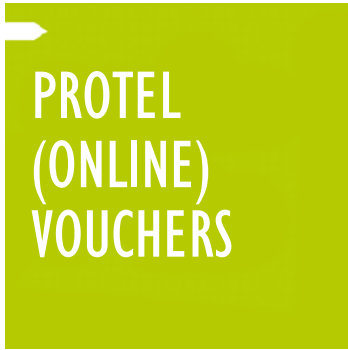
Redeem vouchers (protel FO)



In all these cases, you use protel Vouchers to determine how a voucher is to be used by assigning – or not assigning – it to one or several specific transaction accounts (TAA) for instance.

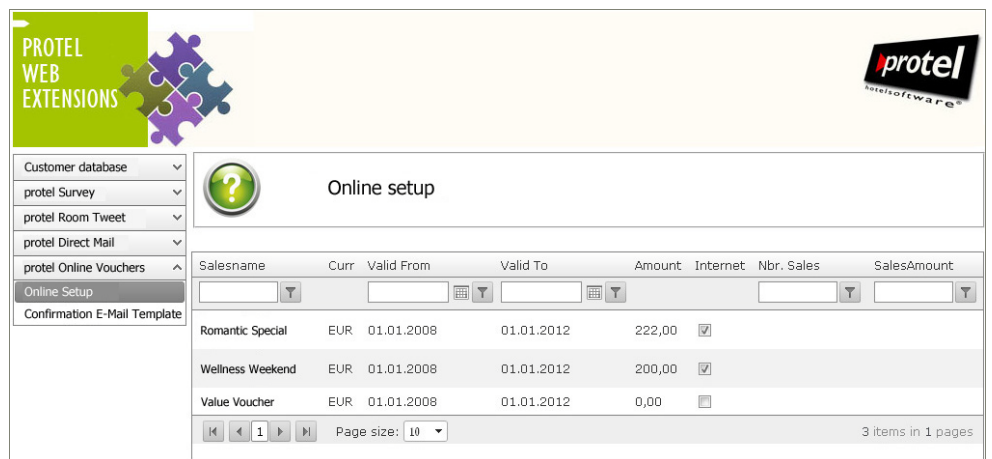
Manage vouchers (protel FO)

This will ensure that the voucher can only be used a certain way because the information you enter will be checked when the voucher is redeemed. This will prevent users from posting a "balance" to any TAA other than the one you have specified and will make sure that the sales tax is posted correctly.



### Online voucher sale via the hotel's website

Select the template in the system data you would like to use for your online sales with a single click. You can also create the standard template for the e-mail which will automatically be sent out to the person who purchases the voucher.



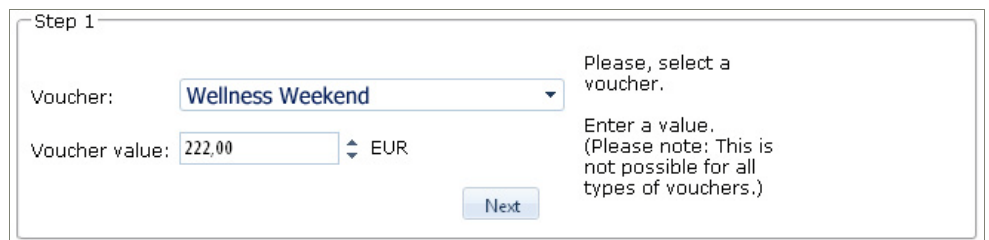
Select voucher templates you'd like to use for your online sales only once ...

Simply select the voucher templates available for online sales in the protel Web Extensions

... and let your guest choose which to buy.

The online voucher sale will easily be integrated and placed in any position on the hotel's web page. The buyer will be led through the buying process in only a few steps:

- Select voucher
- ↓
- Enter buyer /recipient
- ↓
- Additional message (optional)
- ↓
- Print voucher



Step 1 of 3: The guest selects the voucher of his choice: quick and easy!

Then the guest will automatically receive a confirmation e-mail with the voucher attached as a PDF.

➤ All vouchers sold over the Internet will become valid and redeemable after payment.

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## Requirements

- protel Vouchers version 12.473 or higher
  - Licence "Voucher"
  - Online voucher sale for versions 14.320 and higher.
  - Licence "Online Vouchers"
  - protel Web Extensions
  - MS Word installed on COM server
- protel Vouchers is available for all SPE and MPE systems based on SQL, protel versions 12.473 and higher but not available for protel smart.
- The licence "Voucher" is required.
- Online voucher sale is available for versions 14.320 and higher.
- protel Web Extensions have to be installed and MS Word must be available on the COM server.
- The licences "Voucher" and "Online Vouchers" are required.

## User documentation

Our comprehensive user documentation provides thorough descriptions and detailed examples on how to

- prepare printout forms
- create voucher templates
- issue, print and sell vouchers
- redeem vouchers
- manage vouchers

Available in German and English upon request

If you have any questions or you need more information  
Please do not hesitate to contact us! We will be happy to help!

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