ROMA FIRENZE BOLOGNA PALERMO CATANIA NAPOLI MILANO TORINO

SPECIALISTIC COURSE IN HOTEL GENIUS SYSDAT SOFTWARE

The Hotel Genius Sysdat hotel management software is the application that, for its practicality, can be "tailored" for any accommodation facilities: from small hotel, with the base module, to the largest hotel, with all the available modules. Its ease of use combined with a high security in data processing, enables the insertion and updating of uniquely and driven information. Through the module Sys-Hotel On Line, the management softaware SYS-Hotel Genius allows to interchange with the Web all the information concerning rates, rooms sales on the Internet, and permits the connection with the most popular tourist portals of search of hotel services and the direct registration of the bookings through the GDS, travel agencies and the final customer. The specialization course on Hotel Genius Sysdat appeals to General Manager, Front Office Manager, Revenue Manager, Booking Manager and Receptionists eager to update and upgrade their professional knowledges, as well as to those young graduates holding a basic computer literacy.

DIDACTICAL SCHEDULE

- The Front Office system (first part): reservation form, confirmation letters, the board reservations, check-in, printouts police headquarters, C / 59 ISTAT, coupons PS, board rooms, employment statistics, night-time closures and reorganization archives

- The Front Office System (second part): Form and cash management customers, changing room, handling charges, check-out and issue receipts / tax invoices, separation and merging accounts receivable, accounts passersby, management long stays, payments (cash, Credit -card, POS, differentiated, suspended), separate cash;

- Form and historical statistics: customer historical data management, daily revenues and attendance situation, monthly and annual statistical attendance by nationality, statistical room occupancy for room type

- Front Office complementary modules: credit notes management Module, cash advances management module, summary invoices management module, "Sale Package" (Package Health, Tourism, Sports, etc) module management, "Empty to Full" module management

- Agencies and groups system management: group management module, agreements management module, Allotments management module

- Commissions System management: commissions form management, management module with automatic connection with suspended and general ledger

- Housekeeper system: Housekeeper Report, Room status terminal entry

START COURSES	every month
DURATION	15 hours (5 lessons of 3 hours)
N° STUDENTS	Course delivered only in individual formula
TARGET	General Manager, Front Office Manager, Receptionists, Revenue and Booking Manager and young graduates.
FREQUENCY	Customizable to the needs of the participant
HOURS OF LESSONS	Customizable to the needs of the participant
COST	€ 1000,00 + VAT 22%
INSTALLMENTS	€ 220,00 VAT included at the registration + n. 2 installments of € 500,00 VAT included

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