

aMADEUS

Your technology partner

Amadeus Conference Management

Hotel Solutions

Perfect your event management

Service faster



Meet all your MICE needs - fast The winner in every event

The MICE (Meetings, Incentives, Conferences and Exhibitions) industry is highly competitive. Potential customers have many locations to choose from. And that's if they decide to hold an actual event in the first place, rather than opting for video-conferencing or teleconferencing. So how can you convince them you're the ideal choice?

It's simple. You need to make customers aware that you're in the market. To understand what you can offer them and how you can tailor it to provide unique benefits. To think of you every time they hold an event or meeting. And to assure them that you can deliver everything smoothly and quickly.

MICE at the click of a mouse

Currently, initial bookings tend to be made on outdated, unreliable and time-consuming reservation systems. The necessary information is often stored all over the place.

Amadeus Conference Management changes all that. It's a powerful, flexible single software solution that lets you promote, create and deliver the perfect event wherever you are.

Above all, it takes the worry out of event planning. You can respond quickly to queries, streamline all associated services and, with the help of on-screen visual aids, generate a single view of the event package and all its associated components, such as room and equipment hire, catering and so on.

It also means you can ensure that you maximise revenue for all associated services, including room sales, restaurant bookings and leisure facilities.

All this and more with a single solution. Quickly and efficiently.



Service faster And react to requests straightaway

Our sophisticated database software lets you manage meeting rooms and equipment availability in real-time, making reservations in an instant.

To save time, incoming and outgoing correspondence is stored automatically. The correspondence system is integrated with MS Word, and lets you create and e-mail PDFs (for example quotes). You're also able to create invoices automatically.

In addition, you can quickly generate even detailed reservations via the intuitive graphical user interface. When new bookings are made or existing ones changed, you can send out e-mails automatically to everyone who needs to know.

Increase efficiency thanks to optimised, automated workflow

You can also be sure that everything is done when it should be, thanks to the clear action workflow, complete with automatic follow-up of deadlines.

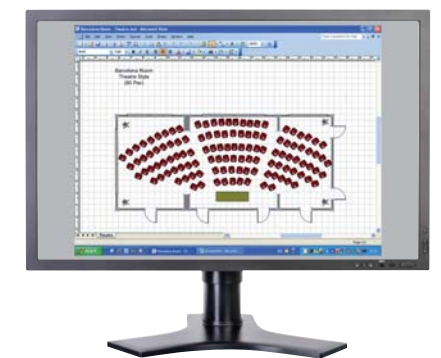
It's easy to select and assign pre-defined seating options. Especially as you have a graphical display of room plans and templates at your fingertips with MS Visio. Occupied rooms are clearly visible with a traffic light signalling system.

You can create or change actions in the function sheet effortlessly, and benefit from automatic allocations of necessary actions to an event. Copying events, creating event series, even cancelling – it's all quick and simple.

Optimise all customer touch points

With Amadeus Conference Management, it's easy to allocate activities to an event, as well as to meet service targets. If you need to initiate formal escalation procedures, the capability is there. And there's also the option to export activities and updates to MS Excel, as well as send confirmations via MS Outlook or Lotus Notes.

To ensure everything is clearly organised and simple to action, you also have the ability to create detailed function sheets.



Visualisation of seating options while having a graphical display of the room plan at your fingertips with MS Visio.



Correspondence system with MS Word integration. Service faster while exporting function sheets by just a few mouse clicks.

Differentiate faster And customise quicker

Amadeus Conference Management makes it easy to give customers what they want, as well as create the customised support material they require.

As company profiles and previous event details are stored on a single, easily accessible database, you can proactively offer arrangements to suit known preferences. For instance, seating type, catering service or social events programme.

In addition, detailed graphics let customers see exactly how event rooms will look and can be used while they're still at the early stages of planning. Floor plans, agendas, menus – you can easily distribute all these and more via the integrated e-mail.

Optimise revenue by fast management of inventory and rates

Forecasting future business and making appropriate decisions suddenly becomes much simpler.

It's also easy to manage and report on all equipment used for events. So if anything is missing or has been provided unnecessarily, you'll know in good time. The result? More savings and happier customers.

Make best use of your full inventory

If you have more than one property, everything can become even more straightforward – and profitable.

All your inventory and availability is viewable centrally. This means you can cross-supply or cross-sell as necessary, sharing information and equipment to optimal effect.



Control faster And manage instantly

As you have a single view of all events and individual components, planning, budgeting for and allocating resources is quick and easy.

Better business performance at your fingertips

The single, consolidated and detailed view of your inventory and availability means you can efficiently manage every meeting room, branch, seminar and conference centre.

You can also create fully customisable reports, as well as banqueting forecasts across any specified period. And you'll even have the ability to retrieve and analyse inactive events.

Plus, by comparing budget figures with actual figures, you benefit from an accurate up-to-date overview of corporate revenue.

Turn operational efficiencies into secure savings

Simply by eliminating the need to synchronise and duplicate data, you can save both time and money.

And you can do all this and more, safe in the knowledge that you've got a solution that's both scalable and secure wherever you are. Just as you would expect from a world-leading technology provider with a local touch.



Equipment availability at a glance. Adapt faster.



The event forecast gives you quickly a single view of your organisation and situation – keep control over your business performance.

Adapt faster And innovate rapidly

In-built alerts in Amadeus Conference Management inform event planners of any changes which will impact other services. That way they can be adjusted quickly to avoid any loss of resources and revenue.

Integrated functions ensure that other parties can also react quickly. For instance, sales agents can rebook bedrooms matched to new conference dates and stored guest preferences.

Quickly deliver solutions and services across properties

As the system is centrally hosted, services and information can be delivered instantly across your whole network. New properties can be integrated in no time, so you benefit from faster time to market and lower IT and administration costs. The open technology means that new functionality can be added in the same way, with the same benefits.

To help you get started and make the most of the technology, we offer workshops and project management. All delivered by highly skilled staff with hotel and hospitality backgrounds – ensuring they understand your needs at all times.

Take advantage of innovations – fast

One of the advantages of using Amadeus Conference Management is you have to spend less time on everyday matters and technology problems, giving you more time to develop your business.

For our part, as new technology advances, we ensure that the software stays state-of-the-art, quickly incorporating innovations and process improvements to ensure you stay one step ahead.

Rapid integration with internal systems and new partners

Amadeus uses open technology that delivers both flexibility and advanced interaction with other applications.

It also integrates with other operating systems, even low-cost server systems such as Linux.

