

ATPCO LEARNING SOLUTIONS

# 2023 Classes in Singapore

Dates are subject to change

## INSTRUCTOR-LED, IN-PERSON CLASSROOM COURSES

Attend these classes from 0900 to 1700 local time, with an hour break for lunch.

16-20 OCTOBER

### FareManager 100

Participants in FareManager 100 will acquire the skills to implement a basic pricing decision for international fares.

Participants will learn to use the Fares system to view fares, create new fares, and increase or reduce existing fares. They will also learn how to create a Fare Basis Code and determine the correct Fare Type. Viewing maps and restrictions using the FareManager Routings tool is introduced. Finally, participants will learn how to code footnotes to modify a fare's Travel and Sales Restrictions.

Pre-requisite: Getting Ready for FareManager

23-27 OCTOBER

### FareManager 200

FareManager 200 builds on FareManager 100 to teach participants how to implement more complex pricing decisions for fares using add-ons, routings, and fare rules. Participants in FareManager 200 will learn how to create add-ons and define combinability of fares; and create, modify, and discontinue Source and Partial routings. Participants will also learn how to use fare rules to restrict eligibility; day or time; seasonality; and application. Finally, participants will learn how to upload fares from an Excel spreadsheet into the Fare application and download fares and filing data.

Pre-requisite: FareManager 100

30 OCTOBER-3 NOVEMBER

### FareManager 300

Building on the knowledge and skills acquired in FareManager 100 and 200, this course will teach participants to use FareManager Rules to create conditions and restrictions on fares for the following rule categories:

- Flight Applications (Category 4)
- Advance Reservations and Ticketing (Category 5)
- Surcharges (Category 12)
- Penalties (Category 16)
- Ticket Endorsements
- (Category 18) Discounts (Categories 19-22)
- Minimum/Maximum Stay Requirements (Categories 6 and 7)
- Additionally, Participants will learn how to use General Rules, apply advanced stringing logic concepts, and control the distribution of private data

Pre-requisite: FareManager 200

6-10 NOVEMBER

### Automate Your Voluntary Changes and Refunds

ATPCO's automated reissues and refunds course will inform participants how to analyze and input data to automate your change policies through the use of Categories 31 and 33. After attending this course, participants will

- Access and update the Voluntary Changes and Refunds records in FareManager
- Identify the values and fields on the various screens
- Know the benefits and purpose of automating reissue and refund processing using ATPCO's Categories 31 and 33
- Identify the difference between an automated change and refund
- Understand the relationship between Category 31/33 and other ATPCO products such as Penalties (Category 16), Advance Reservations and Ticketing (Category 5), and Ticket Endorsements (Category 18)
- Understand how Sales Restrictions are processed with Voluntary Changes and Refunds

Pre-requisite: FareManager 300

#### Register

Register in our online system. Visit [MyATPCO](#) for details.

#### Rate

USD 1314 per participant, per weekly class. This cost includes a coffee break and lunch daily for each participant.

Students (as always) are responsible for all transportation, hotel stay, and other meals outside the class day.

#### Bring your laptop

Each participant must bring their own laptop.

#### Class location

[Hotel Indigo Singapore Katong](#)

86 East Coast Road  
Singapore 428788

#### Other accommodations

There is a nearby hotel that is another option for accommodations:

[Holiday Inn Express Singapore Katong](#)

88 East Coast Road  
Singapore 428788