VIASINC

GDS

TRAINING SYSTEM

VIASINC SABRE

TRAINING
VIASINC SABRE TRAINING

Sabre is one of the major Global Distribution Systems (GDS) (also called a CRS) used worldwide by airlines, travel agencies, Internet booking sources and other travel companies for sales, accounting, inventory management and communications.

This guide is designed to be used with the VIASINC Sabre Introduction, Comprehensive and Conversion Courses or as a reference when working in the travel industry. All of the formats in the guide are taught in the VIASINC Sabre courses, though formats grouped together may not be taught in the same lesson or course. The Format Recap at the end of each online lesson (or workbook lesson) should be your resource for determining which entries are taught in each lesson. Course outlines appear in an Appendix.

Using formats to operate Sabre is called using the "command line interface." There are point-and-click interfaces to the command line, some of which are available in the VIASINC Sabre emulator. However, using formats to operate Sabre is the fastest and most efficient way to look up information and process reservations. It is Sabre's "expert" mode and a good working knowledge of the commands is an essential part of your travel education which will help you considerably when using Sabre in the field.

The VIASINC GDS Training System provides the most comprehensive GDS training and the most realistic GDS emulation available from any company. Take advantage of the many features in the system and use the emulator often. The more work you do in the emulator, the more proficient you will be on live Sabre.
SPECIAL CHARACTERS IN SABRE FORMATS

Special Characters

• Display  
- Hyphen or Dash  
¥ Cross of Lorraine  
& End Item  
☐ Change Key  
/ Insert After  
. Segment Status Change

Sabre Field Identifiers (ICK)

1 Flight availability  
2 Flight Information  
3 Communicate or request information to/from any airline other than AA  
4 Communicate or request information to/from AA  
5 Add remarks to the Passenger Name Record (PNR)  
6 Received Field of the PNR  
7 Ticketing Field of the PNR  
8 Used by American Airlines only  
9 Phone Field of the PNR  
0 Sell a product (air, car, hotel, rail etc.)  
- Name Field of the PNR
CONTENTS

Formats
PNR and Air Reservations  1
Fares and Ticketing  26
Car Reservations  37
Hotel Reservations  50
Amtrak  60
Directours, Tourguide and ORG  65

Other Information
Appendix A — SSR Codes  70
Appendix B — Status and Action Codes  72
Appendix C — Destination and Travel Codes  77
Appendix D — Car Special Equipment Codes  78
Appendix E — Comprehensive Course Outline  80
Appendix F — Conversion Course Outline  89
Appendix G — Introduction Course Outline  92
PNR AND AIR RESERVATIONS

Signing In and Out
SI*1010          Sign the agent in to the computer
S0*              Sign the agent out of the computer

Agent Assembly Areas
☆C               Switch to agent assembly area “C”

Encode/Decode
W/-CCPERTH       Display city code for Perth
W/-APGATWICK     Display airport code for Gatwick Airport
W/-ALSOUTHWEST   Display airline code for Southwest
W/*YWH           Decode city code “YWH”
W/*VS             Decode airline code “VS”
HCCMI            Decode U.S. state code MI
HCCARIZONA       Encode U.S. state name Arizona
HCCCC/AUSTRIA    Encode country name Austria
HCCCC/IT         Decode country code IT

PNR Retrieval
* - SMITH         Retrieve PNR for passenger Smith
* - 12JUN - SMITH Retrieve PNR for passenger Smith, who is departing on June 12
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* -A2E0-SMITH  
Retrieve PNR for passenger Smith, built at branch office pseudo city code A2E0

* -XXXX-SMITH  
Retrieve PNR for passenger Smith built at any branch office

*BA161/9MAR-SMITH  
Retrieve PNR for passenger Smith, flying on BA flight 161 on March 9

**PNR Similar Name List**

*L  
Redisplay a similar name list

*2  
Display the PNR 2 from similar name list

**PNR End or Ignore**

I  
Ignore any work done and clear the agent assembly area (AAA)

E  
End a PNR to save changes and clear the agent assembly area

**PNR Redisplay**

*A  
Redisplay the entire PNR

*N  
Display only the name field

*I  
Display only the itinerary

*P  
Display only the passenger data field

*H  
Display only the history section

*P5  
Display the remarks field only

2
*PAD  Display only the address field
*PE   Display all email information
*FF   Display frequent flyer information only
*P3   Display all GFAFIX messages
*P4   Display all AFAFIX messages
*B    Display all prereserved seats

City Pair Availability (CPA)
123JUNVIEBRU1400 Display city pair availability from VIE to BRU on June 23 at 14.00
17FEBLHRCDG9AYAF Display CPA showing AF flights only
120FEBCWLEDI1000-Q Display flights with “Q” class only
123JUNCPLHLHR/2P Display flights arriving at 2:00 p.m.
19NOVSYDJFK9ALAX Display flights with connections via LAX
1*    Display more availability
1*R   Redisplay the current screen
1*OA  Redisplay the original screen

Return City Pair Availability
1R24JUL6P  Display return CPA for July 24 at 6:00 p.m.
1R1500    Display return CPA for same date as outbound, at 15.00
1RY10  Display return CPA for 10 days later than outbound
1RY14*1800  Display return CPA for 14 days later than outbound, at 18.00

**Changing City Pair Availability**

1¥BA  Change CPA to show BA flights only
1¥ALL  Change CPA to show flights on all airlines
130JUN  Change the departure date to June 30
1¥5  Add 5 days to departure date display
1-3  Subtract 3 days from departure date
1*2P  Change departure time to 2:00 p.m.
1*DYVR  Change to show flights departing YVR
1*AJFK  Change to show flights arriving at JFK
1-K  Change to show flights with “K” class
1*0A  Change to show all available classes
1ATL  Change connecting city to ATL
1*/1900  Change to show flights arriving at 19.00