

# Gelco Reservation Manager 2.0

## Solutions for Travel Reservation and Expense Management Integration

### Benefits

- Integration between reservation and expense management systems for more efficient processing, fewer errors, improved compliance, and more complete reports.
- Real-time updates and data integration for faster access to more complete reservation, authorization, and voucher information.
- Better policy enforcement by combining expense management and booking compliance into a single, end-to-end solution.
- Easy-to-use solution reduces the time required to make reservations, route approvals, and submit expenses.
- Integrated traveler profile management ensures consistency across all systems by enabling travelers and administrators to update travel agent, on-line booking tool, and Travel Manager information from a single system.

When your organization requires travel, your travelers typically call a travel agent or use an on-line booking tool to make flight, hotel, and rental car reservations. This reservation information represents the bulk of the estimated cost for the trip and, as such, is an integral part of the pre-authorization, voucher, and expense management processes.

With Reservation Manager 2.0 and Gelco Travel Manager, you can be sure this reservation data is integrated into your expense management solution. This combination integrates your expense management and reservation systems into a single, end-to-end solution that enables you and your travelers to manage and process travel reservations and expenses more efficiently and accurately.

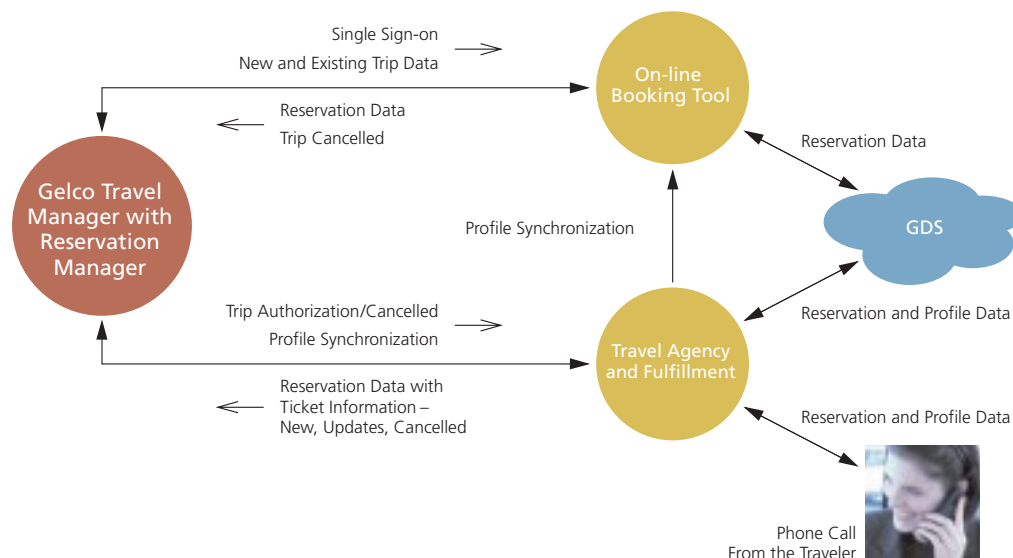
### Using the Tools You Already Know

Reservation Manager leverages Travel Manager and the reservation tools your travelers already know and understand. With Reservation Manager your travelers can easily create authorizations and make reservations using a single sign-on that connects your travelers to Travel Manager and your on-line booking tool. As a result, your travelers only need to remember one user ID and password to make reservations via an on-line booking tool or travel agency, estimate costs for authorization, request ticketing, create their travel vouchers, and submit expenses for reimbursement. Reservation Manager will

automatically match the reservation with the appropriate authorizations and vouchers—even if your traveler has a last-minute change in plans.

Behind the scenes, Reservation Manager communicates the travel information with your on-line booking tool and travel agency quickly and efficiently using XML documents and a Java™ Message Service. This information exchange synchronizes traveler profiles, reservations, and approvals across all three systems. As a result, all three systems operate as a single end-to-end process, sharing information and eliminating the disconnect between reservations and expense management data.

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#### About Gelco

For more than 100 years, Gelco has been a leading innovator in creating expense solutions to manage and control the costs of business travel and entertainment. Today, Gelco provides expense management services for global businesses, governments, and higher education.

For more information about Gelco, please contact us at 1.888.886.5123 or [www.gelcoexpense.com](http://www.gelcoexpense.com).

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### Integrated Approach Delivers Data Efficiently

By coordinating and synchronizing data between Travel Manager and your reservation systems, Reservation Manager makes the entire travel process run faster and smoother. Through its improved profile management capabilities, Reservation Manager shares profile data, including travel data and preferences, between Travel Manager, on-line booking tools, and travel agencies, despite the unique profile formats of each system. The resulting coordination ensures enforcement efforts are unified and applied, without additional effort, at every phase of the process.

This coordination also streamlines the entire travel management process. When the reservations and expense reporting operate in separate silos, approvals generated in one phase must often be repeated and manually forwarded. Reservation Manager eliminates this duplication of effort and ensures that approval information is shared with all the systems. As a result, additional approval steps are eliminated and the entire process runs faster and more cost effectively.

The improved efficiency and coordination of the integrated system minimizes the potential for data entry errors. Rather than sharing information via error-prone manual input, Reservation Manager generates and shares XML documents that communicate and synchronize profile, reservation, and approval information with all the systems. With Reservation Manager you can seamlessly initiate a travel action that automatically flows to Travel Manager, your on-line booking tool, and your travel agency.

Reservation Manager helps you more effectively manage both your expense management and travel reservation systems. By sharing key reservation information among booking tools, agencies, and Travel Manager, the solution helps you better coordinate every phase of the process.

For more information about Reservation Manager, please contact Gelco Expense Management at 1.888.886.5123 or [www.gelcoexpense.com](http://www.gelcoexpense.com).

### Technical Specifications

#### Compatibility

- **Travel Manager:** 8.2 or higher
- **On-line Booking Tools:** Any on-line booking tool capable of Java™ and XML message exchange
- **Travel Agencies:** Any travel agency capable of Java™ and XML message exchange

#### Minimum Configuration (shared with Travel Manager server)

- 1GHz Intel Pentium-class servers (Dual 1 GHz Pentium III recommended)
- 1GB RAM (2GB recommended)
- Java™ Virtual Machine 1.4.x
- UNIX or Windows NT/2000 Platform
- UNIX: Sun Solaris OS Version 2.6 or higher, HP-UX OS Version 11
- Windows: Windows NT 4.0 w/ Service Pack 6a or Windows 2000 Server w/ Service Pack 2