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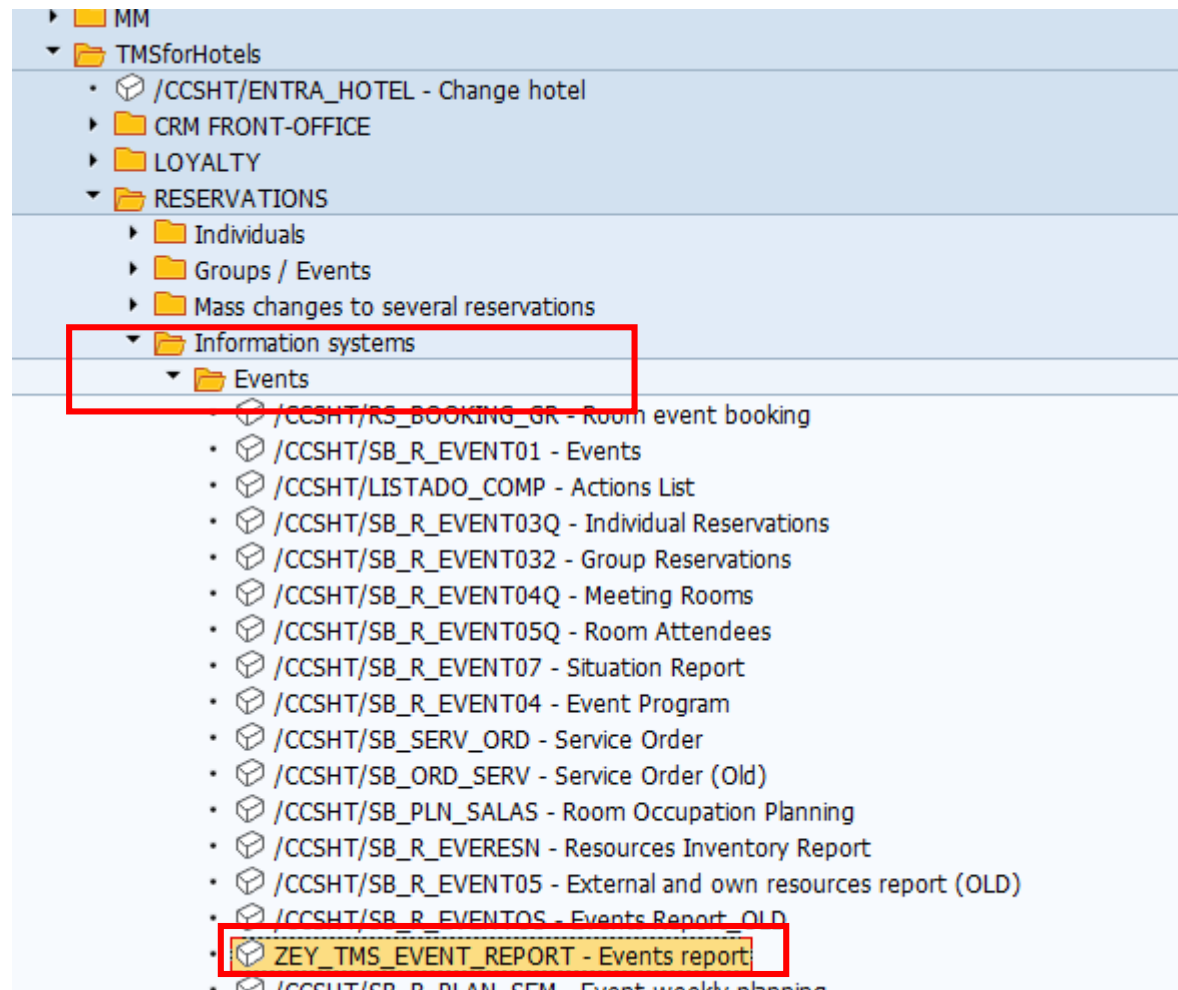
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Event Report



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Report in menu TMS



Filters of the report

Event report filters

NLZH.LEEUW NH Conference Centre Leeuwenhorst *****

Booking File ID		to		
Event ID		to		
Event Start Date		to		
Event End Date		to		
Revenue Date		to		
Group name BF				
Event Type		to		
User				
Status groups	Alive			
Event Status	CONF			
Function Room Status				

Show revenue by

☐ Totals ☐ Item Type ☒ Item Detail

☒ DDR ☒ Function Room ☒ Setup ☒ F&B ☒ Resource ☒ Task

DDR Id		
Function Room		
Setup		
Resource		
Menu F&B		

Creation date		to	
Deadline		to	
Follow up date		to	
Follow up		to	
Cancellation date		to	
External Reference			

Client

Main Customer		to	
Branch of main c.		to	
Payer code		to	
Holder		to	
Bill-to party code		to	
CRS		to	
Branch of CRS		to	
Company		to	
Branch of company		to	

Owner

Creator		Center	
		Business Unit	
2nd Agent		Center	
		Business Unit	
Organizer		Center	
		Business Unit	

There are different filters as Booking File Detail report:

- ✓ Event start date
- ✓ Event end date
- ✓ Revenue date
- ✓ Different status
- ✓ By totals, Item type and Item Detail
- ✓ Creation date
- ✓ Main customer
- ✓ Owner
- ✓ Statistics

...

You can select revenue date, different status, revenue by total, item...

By default it is already selected "Alive Status"

The screenshot shows a software interface for event management. The main window is titled "Event detail" and contains a form for "NLZH.LEEUW NH Conference Centre Leeuwenhorst ****". The form includes fields for Booking File ID, Event ID, Event Start Date, Event End Date, Revenue Date (highlighted with a red box), Group name BF, Event Type, User, Status groups (set to "Alive"), Event Status (set to "CONF", highlighted with a red box), and Function Room Status. At the bottom, there are radio buttons for "Show revenue by" (Totals, Item Type, Item Detail) and checkboxes for "DDR", "Function Room", "Setup", "F&B", "Resource", and "Task". A dialog box titled "Multiple Selection for Event Status" is open on the right, showing a list of status options: CONF, OFFER, OPTIO, SCOPT, and TENTA. The "CONF" option is selected and highlighted with a red box.

Program Edit Goto System Help

Event detail

NLZH.LEEUW NH Conference Centre Leeuwenhorst ****

Booking File ID to

Event ID to

Event Start Date to

Event End Date to

Revenue Date 010518 to 100518

Group name BF

Event Type to

User

Status groups Alive

Event Status CONF

Function Room Status

Show revenue by

Totals Item Type Item Detail

DDR Function Room Setup F&B Resource Task

Multiple Selection for Event Status

Select Single Values (5) Select Ranges Exclude Single V

O. Single value


CONF OFFER OPTIO SCOPT TENTA


If you want to see schedule of the coffees, resources by meeting room.


We recommend see the report with “item detail” clicked (examples slides 14 and 15)


Event detail


NLZH.LEEUW NH Conference Centre Leeuwenhorst ****


Booking File ID to 


Event ID to 


Event Start Date to 


Event End Date to 


Revenue Date to 


Group name BF 

Event Type to 

User 

Status groups 


Event Status 


Function Room Status 


Show revenue by


☐ Totals ☐ Item Type ☒ Item Detail


☒ DDR ☒ Function Room ☒ Setup ☒ F&B ☒ Resource ☒ Task

DDR Id 

Function Room 

Setup 

Resource 

Menu F&B 

Results of this report

Results of this report

We find in this report:

- ☐ Charges informed in the items of the event.
- ☐ Schedule by items (F&B, resources, set up...).
- ☐ DDR (to see total of DDR by event you have to filter). For example:

This event has 20 DDR no 144.

Meeting room called “Harvard 7” has 144 items in this example.

ail by Item Detail

Event	Event ...	Event Start D...	Event Start T...	Event End Da...	Event End Ti...	Revenue Da...	Rooms	F.Room	Item Quantity	Item Description	DDR	Item Start Date	Item Start Time	Item End Date	Item End Ti...
EV008...	MICHE...	06.01.2019	08:00:00	09.01.2019	23:59:00	06.01.2019	HARVARD 7		20	VIP PACKET	VIP PAK...	06.01.2019	07:00:00	31.12.2019	23:59:00
	MICHE...	06.01.2019	08:00:00	09.01.2019	23:59:00		HARVARD 7		1	Harvard 7	VIP PAK...	06.01.2019	08:00:00	06.01.2019	18:00:00
	MICHE...	06.01.2019	08:00:00	09.01.2019	23:59:00		HARVARD 7		20	Mineral Water, NH Candy	VIP PAK...	06.01.2019	08:00:00	06.01.2019	18:00:00
	MICHE...	06.01.2019	08:00:00	09.01.2019	23:59:00		HARVARD 7		20	Nespresso Machine	VIP PAK...	06.01.2019	08:00:00	06.01.2019	18:00:00
	MICHE...	06.01.2019	08:00:00	09.01.2019	23:59:00		HARVARD 7		20	Snack	VIP PAK...	06.01.2019	15:00:00	06.01.2019	15:00:00
	MICHE...	06.01.2019	08:00:00	09.01.2019	23:59:00		HARVARD 7		20	Fridge Key	VIP PAK...	06.01.2019	08:00:00	06.01.2019	18:00:00
	MICHE...	06.01.2019	08:00:00	09.01.2019	23:59:00		HARVARD 7		20	Fruit in Room	VIP PAK...	06.01.2019	08:00:00	06.01.2019	18:00:00
	MICHE...	06.01.2019	08:00:00	09.01.2019	23:59:00		HARVARD 7		1	Flowers	VIP PAK...	06.01.2019	08:00:00	06.01.2019	18:00:00
	MICHE...	06.01.2019	08:00:00	09.01.2019	23:59:00		HARVARD 7		1	Miscellaneous Conference & Banqueting		06.01.2019	08:00:00	06.01.2019	08:01:00
	MICHE...	06.01.2019	08:00:00	09.01.2019	23:59:00		HARVARD 7		1	Miscellaneous Conference & Banqueting		06.01.2019	08:00:00	06.01.2019	08:01:00
	MICHE...	06.01.2019	08:00:00	09.01.2019	23:59:00		HARVARD 7		20	OTHER	VIP PAK...	06.01.2019	08:00:00	06.01.2019	18:00:00
									144						

- ✓ This is not a revenue report.
- ✓ This report doesn't show manual charges.

Results of this report (by item type)

Report with “by item type” selected.

You have the revenue information on the right of the report.

Event detail by Item Type

Booking File	Event	Event Name	Event Start Date	Event Start Time	Event End Date	Event End Time	Revenue	Event Item Type N...	ΣItem Quantity	ΣDDR Quantity	ΣF.Room PAX	Σ Original Price	ΣDiscount	Base Price
MB0001356...	EV00851...		30.11.2018	09:00:00	01.12.2018	18:30:00	01.12.2018	Function Room	1	0	48	800,00	0,00	800,00
			30.11.2018	09:00:00	01.12.2018	18:30:00		Setup	48	0	0	0,00	0,00	0,00
			30.11.2018	09:00:00	01.12.2018	18:30:00		Resource	4	0	0	0,00	0,00	0,00
					01.12.20...				53	0	48	800,00	0,00	800,00
	EV008...							53	0	48	800,00	0,00	800,00	
MB0001356...	EV00854...		14.12.2018	09:00:00	15.12.2018	18:30:00	14.12.2018	Function Room	1	0	38	800,00	0,00	800,00
			14.12.2018	09:00:00	15.12.2018	18:30:00		Setup	48	0	0	0,00	0,00	0,00
			14.12.2018	09:00:00	15.12.2018	18:30:00		Resource	4	0	0	0,00	0,00	0,00
					14.12.20...				53	0	38	800,00	0,00	800,00
	EV008...							53	0	38	800,00	0,00	800,00	
MB0001356...	EV00855...		14.12.2018	09:00:00	15.12.2018	18:30:00	15.12.2018	Function Room	1	0	38	800,00	0,00	800,00
			14.12.2018	09:00:00	15.12.2018	18:30:00		Setup	48	0	0	0,00	0,00	0,00
			14.12.2018	09:00:00	15.12.2018	18:30:00		Resource	4	0	0	0,00	0,00	0,00
					15.12.20...				53	0	38	800,00	0,00	800,00
	EV008...							106	0	76	1.600,00	0,00	1.600,00	
MB0001359...	EV00856...		05.12.2018	09:00:00	05.12.2018	18:00:00	05.12.2018	Function Room	4	0	112	0,00	0,00	0,00
			05.12.2018	09:00:00	05.12.2018	18:00:00		DDR	112	112	0	6.647,68	0,00	6.647,68
			05.12.2018	09:00:00	05.12.2018	18:00:00		Setup	112	0	0	0,00	0,00	0,00
			05.12.2018	09:00:00	05.12.2018	18:00:00		Menu	84	0	0	0,00	0,00	0,00
	EV008...							4	0	0	0,00	0,00	0,00	
				05.12.20...				316	112	112	6.647,68	0,00	6.647,68	
	EV008...							316	112	112	6.647,68	0,00	6.647,68	
MB0001359...	EV00857...		13.12.2018	09:00:00	13.12.2018	18:00:00	13.12.2018	Function Room	3	0	48	0,00	0,00	0,00
			13.12.2018	09:00:00	13.12.2018	18:00:00		DDR	48	48	0	2.515,17	0,00	2.515,17
			13.12.2018	09:00:00	13.12.2018	18:00:00		Setup	48	0	0	0,00	0,00	0,00
			13.12.2018	09:00:00	13.12.2018	18:00:00		Menu	32	0	0	0,00	0,00	0,00
								

Results of this report (by totals)

Report with “by totals” selected.

You have the revenue information on the right of the report.

Event detail by Totals																
Booking File ID	H...	Event code	Event Na...	Event Start Date	Event Start Time	Event End Date	Event End Time	Event	Event type Name	Event Status	Main Cl	Main Custom...	CRS	CRS Name	Company	Compa
MB0001085422	IT...	EV00647676		18.09.2018	09:00:00	17.01.2019	18:00:00	MEETS	Meetings	Check in	2003205974	REPLY SPA	2003205974	REPLY SPA		
MB0001275590		EV00792899		09.10.2018	09:00:00	13.02.2019	18:00:00	MEETS	Meetings	Check in	2003205974	REPLY SPA				
MB0001279246		EV00795885		01.12.2018	09:00:00	02.12.2018	18:30:00	MEETS	Meetings	Check in	2200305166	ISTUM SRL				
MB0001323640		EV00829389		05.12.2018	14:00:00	05.12.2018	22:00:00	MEETS	Meetings	Check in	2200230491	ANPRE				
MB0001356702		EV00854502		30.11.2018	09:00:00	01.12.2018	18:30:00	MEETS	Meetings	Check in	1011069922	JET VIAGGI ...			2008959910	WOLTE
MB0001356703		EV00854503		14.12.2018	09:00:00	15.12.2018	18:30:00	MEETS	Meetings	Check in	1011069922	JET VIAGGI ...			2008959910	WOLTE
MB0001359708		EV00856992		05.12.2018	09:00:00	05.12.2018	18:00:00	MEETS	Meetings	Check in	2009301004	ISIDE SRL				
MB0001359777		EV00857000		13.12.2018	09:00:00	13.12.2018	18:00:00	MEETS	Meetings	Check in	2009301004	ISIDE SRL				
MB0001423220		EV00906148	VESCOM	29.11.2018	12:41:00	02.12.2018	12:51:00	MEETS	Meetings	Check in	2015926547	VESCOM BV				
MB0001506410		EV00969488		04.12.2018	08:00:00	04.12.2018	18:41:00	ROOMO	Rooms Only	Check in	2018609626	MITSUBISHI ...				
MB0001509259		EV00971758		10.12.2018	19:45:00	10.12.2018	23:00:00	MEETS	Meetings	Check in	2010693408	ROTARY CL...				
MB0001509442		EV00971913	ROTARY ...	13.12.2018	19:00:00	13.12.2018	23:59:00	BANQT	Banquets, Social Pa...	Check in	2022041335	ROTARY CL...				
MB0001511157		EV00973324		03.12.2018	08:30:00	07.12.2018	18:00:00	MEETS	Meetings	Check in	2200571013	EUROMONE...	1006647761	HELMSBR...	2006151521	EUROM
MB0001542063		EV00997001	FAM TRI...	09.12.2018	19:00:00	09.12.2018	23:59:00	HOUEV	House Use Event	Check in	9900009039	ES01CS COR...				
MB0001554859		EV01006989		12.12.2018	08:00:00	12.12.2018	20:00:00	MEETS	Meetings	Check in	1009318246	EVENTS IN ...			2005844021	ASSICU
MB0001570346		EV01019144	AMMI TE...	03.12.2018	15:00:00	03.12.2018	18:00:00	BANQT	Banquets, Social Pa...	Check in	0000001000	GUEST, DIR...				
MB0001572486		EV01020834		13.12.2018	09:00:00	14.12.2018	20:00:00	MEETS	Meetings	Check in	1022866750	STAFF ITALI...			2005003805	ABBOT
MB0001573158		EV01021299	FORMAZI...	03.12.2018	09:00:00	03.12.2018	18:30:00	HOUEV	House Use Event	Check in	9900009700	IT01CS ITALY				
MB0001574626		EV01022168		11.12.2018	09:00:00	11.12.2018	20:00:00	MEETS	Meetings	Check in	1012910493	UEVENTS SRL			2008827276	INTESA
MB0001579120		EV01025684		04.12.2018	09:00:00	04.12.2018	18:00:00	MEETS	Meetings	Check in	1002804785	PROMOVIAG...			2005156253	BANCA
MB0001579173		EV01025687		10.12.2018	09:00:00	10.12.2018	18:00:00	MEETS	Meetings	Check in	1002804785	PROMOVIAG...			2005156253	BANCA
MB0001582984		EV01028709		04.12.2018	09:00:00	04.12.2018	23:00:00	MEETS	Meetings	Check in	0000001000	GUEST, DIR...				
MB0001587133		EV01031797		05.12.2018	09:00:00	05.12.2018	18:00:00	MEETS	Meetings	Check in	2009301004	ISIDE SRL				
MB0001588187		EV01032635	BANCA G	03.12.2018	09:00:00	03.12.2018	18:00:00	MEETS	Meetings	Check in	2005156253	BANCA GEN				
MB0001589663		EV01033855		11.12.2018	09:00:00	12.12.2018	18:00:00	MEETS	Meetings	Check in	2003838263	SOMFY ITAL...				

Results of this report (by item detail))

Report with “by item detail” selected.

You have to add columns if you want to see the revenue information of the events.

Please use this option to get the report for the schedules by items.

Event detail by Item Detail

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Results of this report (example by item detail)

This is one of the possible layout where you can see:

- ✓ start date and time
- ✓ number of items..of F&B services, resources
- ✓ set up...

Event detail by Item Detail

Ho...	BF ID	Event	Rooms	Item R...	F.Room PAX	Item Start Time	Item Start Date	Item End Time	Item End Date	Event Item Type Na...	Item Description	Item ID	ΣItem Quantity	Σ Gross Free	FR Status	Follow Up	Σ Final
NLZ...	MB000...	EV00...	HARV...		0	08:00:00	21.03.2019	23:00:00	31.12.2019	DDR	VIP PAKKET	VIP PAKKET	10	0,00	Confirmed	MED	
			ATR L...		1	08:00:00	21.03.2019	23:59:00	21.03.2019	Function Room	Atrium Boulevard	ATR LOUNGE	1	0,00	Confirmed	MED	
			ATRIU...		600	08:00:00	21.03.2019	23:59:00	21.03.2019		Atrium	ATRIUM	1	0,00	Confirmed	MED	
			BOST...		10	08:00:00	21.03.2019	23:59:00	21.03.2019		Boston 10	BOSTON 10	1	0,00	Confirmed	MED	
			BOST...		50	20:00:00	21.03.2019	23:59:00	21.03.2019		Boston 9	BOSTON 9	1	0,00	Confirmed	MED	
			DAL L...		1	08:00:00	21.03.2019	23:59:00	21.03.2019		South Boulevard	DAL LOUNGE	1	0,00	Confirmed	MED	
			HARV...		10	08:00:00	21.03.2019	18:00:00	21.03.2019		Harvard 9	HARVARD 9	1	0,00	Confirmed	MED	
			SABOR		10	12:00:00	21.03.2019	13:00:00	21.03.2019		Beach Restaurant	SABOR	1	0,00	Confirmed	MED	
			HARV...		0	10:30:00	21.03.2019	10:30:00	21.03.2019	Menu	Morning Break	CFBRK_0001	10	0,00	Confirmed	MED	
			BOST...		0	20:00:00	21.03.2019	22:00:00	21.03.2019		Four Course Din...	GALA_0003	50	2.141,44	Confirmed	MED	
			BOST...	Obv na...	0	20:00:00	21.03.2019	22:00:00	21.03.2019		Coffee or Tea C...	ITEM_0027	50	2.082,31	Confirmed	MED	
			HARV...		0	08:00:00	21.03.2019	18:00:00	21.03.2019		Mineral Water, ...	ITEM_0033	10	0,00	Confirmed	MED	
			HARV...		0	08:00:00	21.03.2019	18:00:00	21.03.2019		Nespresso Mach...	ITEM_0039	10	0,00	Confirmed	MED	
			HARV...		0	15:00:00	21.03.2019	15:00:00	21.03.2019		Snack	ITEM_0044	10	0,00	Confirmed	MED	
			HARV...		0	08:00:00	21.03.2019	18:00:00	21.03.2019		Fridge Key	ITEM_0046	10	0,00	Confirmed	MED	
			HARV...		0	08:00:00	21.03.2019	18:00:00	21.03.2019		Fruit in Room	ITEM_0053	10	0,00	Confirmed	MED	
			BOST...	obv na...	0	20:00:00	21.03.2019	22:00:00	21.03.2019		Dutch Aperitif	ITEM_0061	50	0,00	Confirmed	MED	
			SABOR		0	12:00:00	21.03.2019	13:00:00	21.03.2019		Lunch Empty	ITEM_0074	10	0,00	Confirmed	MED	
			HARV...		0	08:00:00	21.03.2019	18:00:00	21.03.2019	Resource	Flowers	FLOWER	1	0,00	Confirmed	MED	
			DAL L...	6 afger...	0	08:00:00	21.03.2019	23:59:00	21.03.2019		Furniture	FURNIT	6	0,00	Confirmed	MED	
			BOST...		0	20:00:00	21.03.2019	22:00:00	21.03.2019		Miscellaneous C...	MISCEH	1	0,00	Confirmed	MED	
			DAL L...		0	08:00:00	21.03.2019	23:59:00	21.03.2019		Miscellaneous C...		1	0,00	Confirmed	MED	
			DAL L...		0	08:00:00	21.03.2019	23:59:00	21.03.2019		Miscellaneous C...		7	0,00	Confirmed	MED	
			DAL L...		0	08:00:00	21.03.2019	23:59:00	21.03.2019		Miscellaneous C...		4	0,00	Confirmed	MED	
			DAL L...		0	08:00:00	21.03.2019	23:59:00	21.03.2019		Miscellaneous C...		6	0,00	Confirmed	MED	

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Event report filters (example by item detail)

This is other example with DDR, showing remarks...

Revenue Date	Rooms	Event code	Event Name	Item Start Time	Item End Time	Event Item Type Name	Item ID	Item Description	Σ Item Quantity	DDR	Σ DDR Quantity	Item Remarks
27.01.2019	ARTISTA	EV00862638	INTERNATIO...	19:00:00	23:59:00	Function Room	ARTISTA	Beach Bar	1		0	
	GAUDI		INTERNATIO...	19:30:00	21:30:00		GAUDI	North Beach	1		0	
	GAUDI		INTERNATIO...	19:30:00	21:30:00	Menu	BUFFE_0005	DINNER EY INCL. 2X HA	37		0	FB: invulling keuk
	ARTISTA		INTERNATIO...	19:00:00	19:30:00		ITEM_0061	Dutch Aperitif	37		0	FB: HA OR, op ba
	ARTISTA		INTERNATIO...	21:30:00	23:59:00		ITEM_0062	International Aperitif	1		0	FB: 37 pax, IA EF
	ARTISTA		INTERNATIO...	19:00:00	23:59:00	Setup	COCKT	COCKTAIL	37		0	
	GAUDI		INTERNATIO...	19:30:00	21:30:00		RESTA	RESTAURANT	37		0	
27.01.2019									151		0	
28.01.2019	ATR LOUNGE		INTERNATIO...	07:30:00	23:00:00	DDR	EY 8HRS	EY 8 HOURS PACKAGE	40	EY 8HRS	40	
	BOSTON 9		INTERNATIO...	07:30:00	23:00:00			EY 8 HOURS PACKAGE	40	EY 8HRS	40	
	GAUDI		INTERNATIO...	07:30:00	23:00:00			EY 8 HOURS PACKAGE	40	EY 8HRS	40	
	ARTISTA		INTERNATIO...	22:30:00	23:59:00	Function Room	ARTISTA	Beach Bar	1		0	
	ATR LOUNGE		INTERNATIO...	07:30:00	18:30:00		ATR LOUNGE	Atrium Boulevard	1	EY 8HRS	0	
	BOSTON 11		INTERNATIO...	09:00:00	23:00:00		BOSTON 11	Boston 11	1		0	
	BOSTON 13		INTERNATIO...	09:00:00	23:00:00		BOSTON 13	Boston 13	1		0	
	BOSTON 9		INTERNATIO...	08:00:00	18:30:00		BOSTON 9	Boston 9	1	EY 8HRS	0	
	DALI		INTERNATIO...	07:00:00	08:00:00		DALI	South Beach	1		0	
	GAUDI		INTERNATIO...	12:00:00	13:00:00		GAUDI	North Beach	1	EY 8HRS	0	
	LOBBY		INTERNATIO...	19:00:00	22:30:00		LOBBY	Lobby	1		0	
	GAUDI		INTERNATIO...	12:00:00	13:00:00	Menu	BGR_0002	Your Time To Lunch	40	EY 8HRS	0	FB: naar inzicht k
	ATR LOUNGE		INTERNATIO...	10:00:00	10:15:00		CFBRK_0001	Morning Break	37		0	FB: invulling keuk

THANKS!

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