



M&E Function Room Occupancy

Nov_18

1. Transaction

2. Objective and general considerations

3. Proposal Functional Design

3.1. Selection screen

3.2. Header

3.3. Report

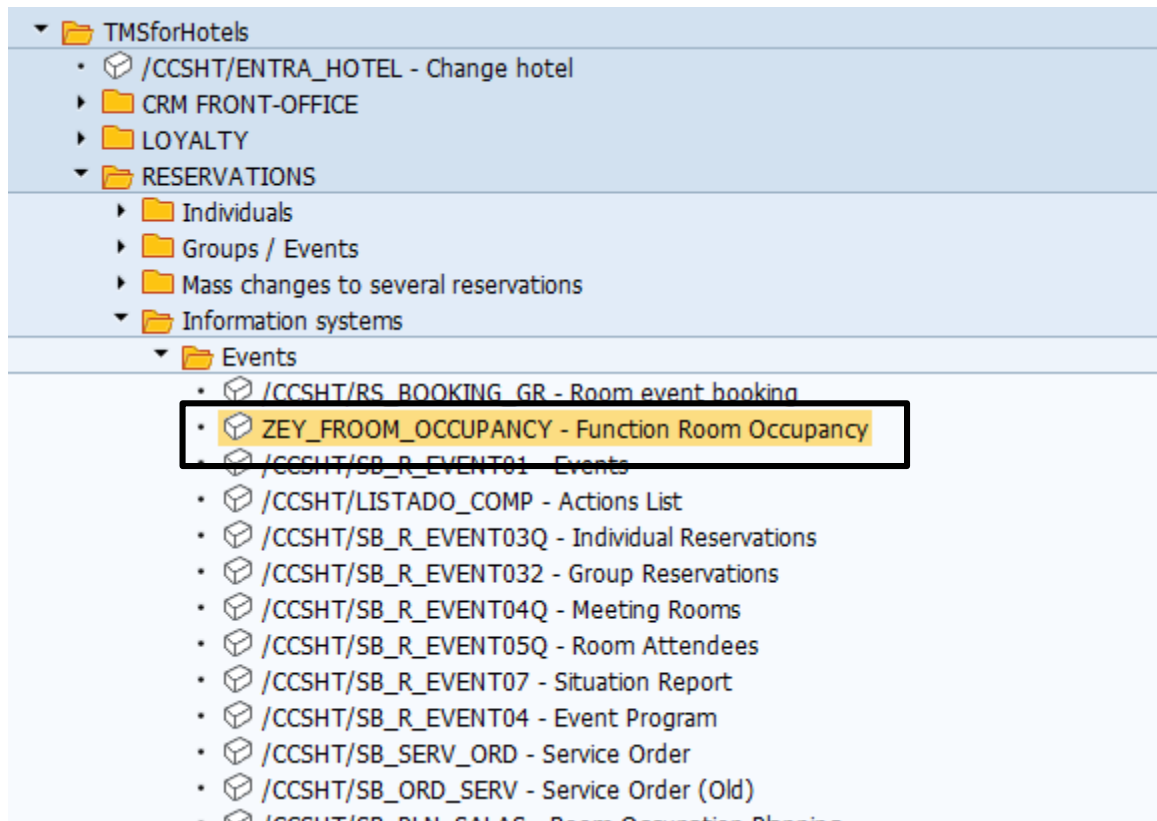
1. Transaction in Menu TMS



Transaction

ZEY_FROOM_OCCUPANCY → Function Room Occupancy

RESERVATIONS → Information Systems → Events → Function Room Occupancy



1. Transaction



Transaction

ZEY_FROOM_OCCUPANCY → Function room Occupancy

Function Room Occupancy

Hotel

Function Room

F. Room Type

F. Room Start Date

to

☐ Include Tentative Status

☐ Include Not Use Rooms

Hierarchy Hotel Selection

Show revenue by

☒ Gross revenue

Total revenue before deductions and commissions

☐ Financial revenue

Gross revenue - Deductions

☐ Net revenue

Gross revenue - Deductions - Commissions

Aggregation level

☐ Hotel - Date - F. Room

☒ Hotel - F. Room - Date

Summary by

☒ Hotel

☒ Date / F. Room

2. Objective and general considerations



Use

Report for measure and analyze the % occupancy of the meeting room in a hotel, based in the booked hours in real time.

Considerations

1.

Report shows % occupancy by meeting room, in real time, based on the booked hours. Information is coming from % occupancy (gross, net and optimum) for every meeting room and the total revenue for the line of meeting room in confirmed status of MB.

2.

To get the % Occupancy report considers:

Schedule: Gross: 24 hours
Net: Commercial schedule (from 9 to 18, scope 9 hours)
Opt. Often Schedule (optimum schedule from 8 to 20, scope 12 hours)
Settings of meeting rooms (Connecting and Shareable)

3.

Every meeting rooms has a setting as individual meeting room in TMS4M.
For example a hotel has a meeting room connecting in two meeting rooms.

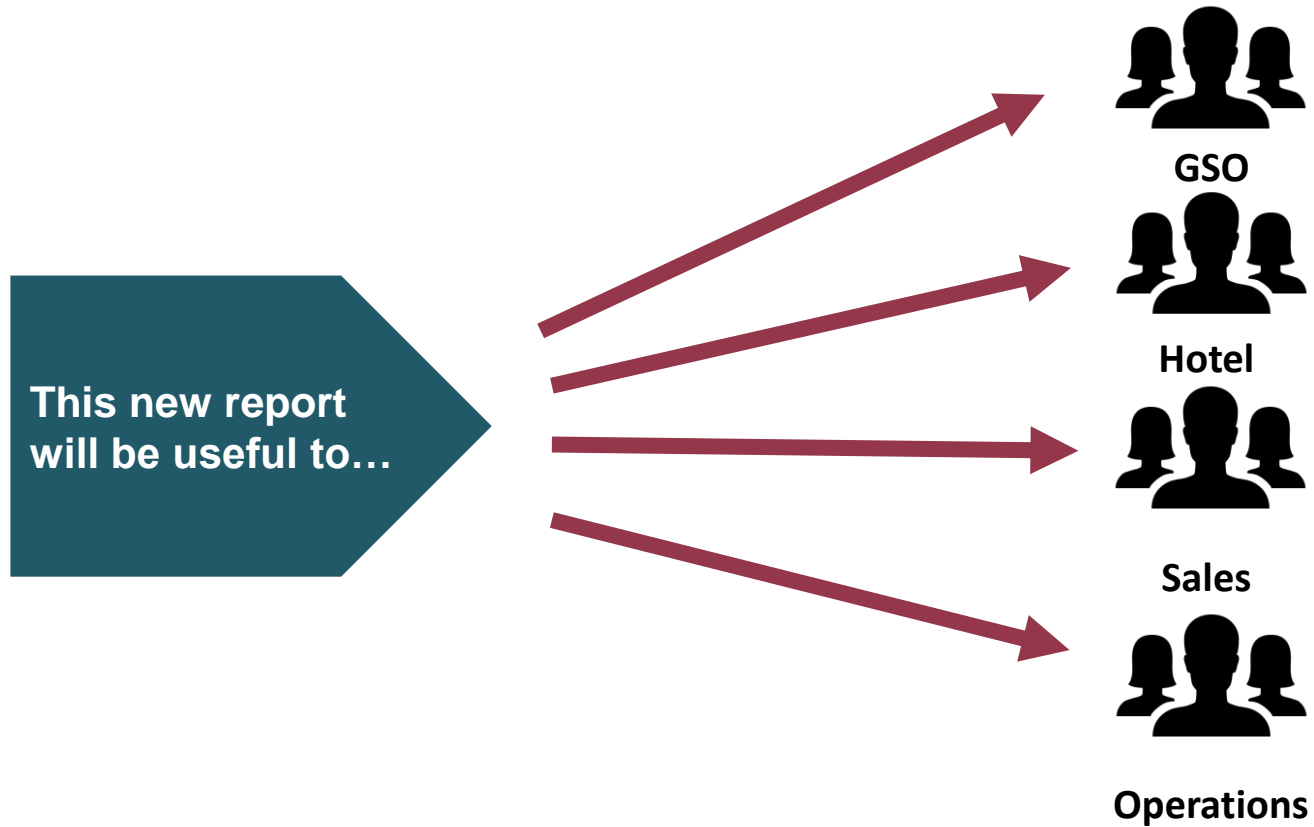
We will see in the report: Meeting room A
Meeting room B
Meeting room A + B

If hotel has sold A, it is not possible to sell A + B. This combination doesn't affect to the % although we see in the report 0 %.

4.

There are shareable areas (coffee break areas, restaurants...) where we can offer more than an event. If we use the same area in the same hours, reports will only show one of them.

2. Objective and general considerations




3.1. Selection screen


All search fields will apply or not, according to the user logon.

Access

Function Room Occupancy



Hotel



Function Room

F. Room Type

F. Room Start Date

to

☐ Include Tentative Status

☐ Include Not Use Rooms

Hierarchy Hotel Selection

Show revenue by

☒ Gross revenue

Total revenue before deductions and commissions

☐ Financial revenue

Gross revenue - Deductions

☐ Net revenue

Gross revenue - Deductions - Commissions

Aggregation level

☐ Hotel - Date - F. Room

☒ Hotel - F. Room - Date

Summary by

☒ Hotel

☒ Date / F. Room

3.1. Selection screen

Function Room Occupancy

Hotel

Function Room

F. Room Type

F. Room Start Date 19.10.2018 to 26.10.2018

☐ Include Tentative Status

☐ Include Not Use Rooms

Hotel:

Hotel selections to create the report (if the user initially selects only one hotel, after that will not be able to add another one to the search).

Hotel display hierarchy:

Hierarchy based on business unit and center group.

Function Room:

Report will show the meeting rooms of the hotel(s) selected previously.

Function Room Type:

You can filter for type of meeting room (restaurant, bar, foyer...)

3.1. Selection screen

Function Room Occupancy

Hotel [Yellow Dropdown] [Icon] [Hierarchy Hotel Selection]

Function Room

F. Room Type

F. Room Start Date to

☐ Include Tentative Status

☐ Include Not Use Rooms

F. Room Start Date:

It shows the day of service of the meeting room and if there is a range of dates, report will show the revenue for every day. By default current day and range of dates.

Include Tentative Status:

Firstable report reviews status of the meeting room and if it is not informed, status of the event.

Include Not Use Rooms:

If it is marked, these meeting rooms will be included in the report.

3.1. Selection screen

The screenshot shows a software interface for selecting report parameters. It consists of three main sections, each with a header and a list of options:

- Show revenue by:** This section has three radio button options: 'Gross revenue' (selected), 'Financial revenue', and 'Net revenue'. To the right of these options are their corresponding descriptions: 'Total revenue before deductions and commissions' for Gross revenue, 'Gross revenue - Deductions' for Financial revenue, and 'Gross revenue - Deductions - Commissions' for Net revenue.
- Aggregation level:** This section has two radio button options: 'Hotel - Date - F. Room' and 'Hotel - F. Room - Date' (selected).
- Summary by:** This section has two checkbox options: 'Hotel' and 'Date / F. Room', both of which are checked.

Show revenue by:

You can select how you want the revenue of the meeting rooms

Aggregation level:

You can organize the report from two different ways.

Hotel – Date – F.Room

Hotel – F. room - Date

Summary:

Occupancy by hotel and/or by meeting room and day.

By default both marked.

3.2. Header

Function Room Occupancy			
Function Room Occupancy - Gross Revenue			
<i>E00000022126 - 19. October 2018 - 11:51:35</i>			
<i>Hotel: ESMD.EUROB</i>			
<i>F. Room Start date: 19.10.2018 - 26.10.2018</i>			
Hotel	Function Rooms	Date	Function Room Description
ESMD.EUR...	ACCENCONE	19.10.2018	Accenture Connecting R
		20.10.2018	Accenture Connecting R

We will have a summarize of our search: dates, hotels... in the header.

While you see the results, you can check the search you did.

You will have the standard options of the reports in TMS.



Function Room Occupancy			
Function Room Occupancy - Gross Revenue			

You have quite columns with information to adding...

3.2. Header

STEPS

You can add this information and creating your own layout.



- Area unit
 - F. Room Type Description
 - Function Room Max. capacity
 - Function Room Types
 - Gross available hours
 - Gross occupied hours
 - Shareable
 - Logical or connectable room
 - Net available hours
 - Net occupied hours
 - Optimum occupied hours
 - Optimum available hours
 - Optimum occupied hours
- Rev. Actions
 - Rev. Menu
 - Rev.DDR
 - Rev. Resources
 - Rev. Setup
 - Room Usage area

Displayed Columns		Column Set
Column Name		Column Name
Hotel		Function Room Types
Function Rooms		Room Usage area
Function Room Description		Function Room Max. capacity
Gross occupancy %		F. Room Type Description
Net occupancy %		Logical or connectable room
Optimum occupancy %		Gross available hours
Total Revenue	<input checked="" type="checkbox"/>	Gross occupied hours
Currency		Net available hours
		Net occupied hours
		Optimum available hours
		Optimum occupied hours
		Shareable

Be in mind:

- Area unit: square meters.
- F. Room Type Description; bar, meeting room, foyer...
- Function Room Max. capacity without set up capacities.
- Shareable: there will be marked (for example spaces as restaurant, bar...)
- Logical or connectable room: there will be marked the meeting rooms with the option individually or connected.

3.3. Report execution

We will get this screen.

If you click over the amount with percentage you can look for the event and navigate.

STEPS

Function Room Occupancy								
Function Room Occupancy - Gross Revenue								
<i>E00000022126 - 19. October 2018 - 13:42:41</i> <i>Hotel: ESZZ.CIUZA</i> <i>F. Room Start date: 19.10.2018 - 26.10.2018</i> <i>Max. occup. hours : 09:00 - 22:00</i>								
Hotel	Function Rooms	Date	Function Room Description	Net occ. %	Gross oc.%	Opt occ. %	Σ	Total Reve Curre...
ESZZ.CIUZA	CANFRA	19.10.2018	Canfranc	0.00 %	0.00 %	0.00 %	0.00	EUR
		20.10.2018	Canfranc	33.33 %	29.17 %	41.67 %	129,75	EUR
		21.10.2018	Canfranc	66.67 %	25.00 %	50.00 %	129,75	EUR
		22.10.2018	Canfranc	100.00 %	45.83 %	91.67 %	130,00	EUR
		23.10.2018	Canfranc	100.00 %	45.83 %	91.67 %	130,00	EUR
		24.10.2018	Canfranc	66.67 %	33.33 %	66.67 %	240,00	EUR
		25.10.2018	Canfranc	55.56 %	20.83 %	41.67 %	140,00	EUR
		26.10.2018	Canfranc	100.00 %	54.17 %	91.67 %	129,75	EUR
	. .Z	Total by f. room: ESZZ.CIUZA - CANFRA		65.28 %	31.77 %	59.38 %	1,029,25	EUR
	HALL	19.10.2018	Hall	0.00 %	0.00 %	0.00 %	0,00	EUR
		20.10.2018	Hall	0.00 %	0.00 %	0.00 %	0,00	EUR
		21.10.2018	Hall	0.00 %	0.00 %	0.00 %	0,00	EUR
		22.10.2018	Hall	0.00 %	0.00 %	0.00 %	0,00	EUR
		23.10.2018	Hall	0.00 %	0.00 %	0.00 %	0,00	EUR
		24.10.2018	Hall	0.00 %	0.00 %	0.00 %	0,00	EUR
		25.10.2018	Hall	0.00 %	0.00 %	0.00 %	0,00	EUR
		26.10.2018	Hall	0.00 %	0.00 %	0.00 %	0,00	EUR
	. .Z	Total by f. room: ESZZ.CIUZA - HALL		0.00 %	0.00 %	0.00 %	0,00	EUR
	PIRINE	19.10.2018	Pirineos	0.00 %	8.33 %	0.00 %	840,00	EUR

STEPS

To see the information when you click over % you have to add the columns.

We don't recommend to create a layout because it modifies the main report.

Add only the columns which you need.

To see the information when you click over % you have to add the columns.

We don't recommend to create a layout because it modifies the main report.

Add only the columns which you need.

To see the information when you click over % you have to add the columns.

We don't recommend to create a layout because it modifies the main report.

Add only the columns which you need.

To see the information when you click over % you have to add the columns.

We don't recommend to create a layout because it modifies the main report.

Add only the columns which you need.

3.3. Report execution

After adding the columns you can see this information.

Function Room Occupancy

Function Room Occupancy - Gross Revenue

E00000022126 - 19. October 2018 - 13:42:41
Hotel: ESZZ.CIUZA
F. Room Start date: 19.10.2018 - 26.10.2018
Max. occup. hours : 09:00 - 22:00

Hotel	Function Rooms	Date	Function Room Description	Net occ. %	Gross oc. %	Opt occ. %	Σ	Total Reve	Curre...
ESZZ.CIUZA	CANFRA	19.10.2018	Canfranc	0.00 %	0.00 %	0.00 %		0.00	EUR
		20.10.2018	Canfranc	33.33 %	29.17 %	41.67 %		129,75	EUR
		21.10.2018	Canfranc	66.67 %	25.00 %	50.00 %		129,75	EUR
		22.10.2018	Canfranc	100.00 %	45.83 %	91.67 %		130,00	EUR
		23.10.2018	Canfranc	100.00 %	45.83 %	91.67 %		130,00	EUR
		24.10.2018	Canfranc	66.67 %	29.17 %	66.67 %		129,75	EUR

Function Room Events

Hotel	Function Rooms	Σ	Total Reve	Curre...	End date	End time	Event code	Max.p	Rev. Actions	Rev. DDR	Rev. F. Ro	Rev. Menu	Rev. Resou	Rev. Setup	Ro...	Start date	Start tir
ESZZ.CIUZA	CANFRA		130,00	EUR	22.10.2018	20:00:00	EV01005747		0,00	0,00	130,00	0,00	0,00	0,00	1	22.10.2018	09:00:00
			130,00														

THANKS!

nh | HOTEL GROUP

nh
HOTELS


NH COLLECTION

nh*ow*

Hesperia
RESORTS

www.nh-hotels.com