

HOSPITALITY
WITH
A SYSTEM



Expansion module for planning and hosting banquets and events

PROTEL BANQUET

Product information

PROTEL BANQUET: BANQUET MANAGEMENT

Perfectly planned: events of all kinds and sizes

protel Banquet helps you perfectly plan and host receptions, banquets and events of all kinds and sizes. With protel Banquet, you can keep track of your long-term occupancy levels and generate schedules and room plans quickly and effortlessly.

As optional expansion module for the protel Front Office software, protel Banquet integrates seamlessly with the protel product suite. It doesn't matter whether you use protel Front Office SPE, our solution for large individual hotels, or manage hotel chains and groups with protel Front Office MPE or HQ – protel Banquet accesses the same SQL database and interacts flawlessly with all Front Office features.

Do you want to learn about some of the main features and functionalities of protel banquet?

OUR PRODUCT HIGHLIGHTS

- ▶ Banquet plan
- ▶ Room plan
- ▶ Function sheets
- ▶ Other features

Event management

Plan the ideal setup for any event – in a manageable, true-to-scale format. Information entered into protel Banquet can be easily transmitted to any department concerned. That includes that time courses, changing number of persons and relevant information indicated by the organizer can be stored. Thus, a perfect event proceeding as well as an optimization of internal communication is guaranteed- the basis for perfect teamwork.

The screenshot displays the 'Event' management window in Protel Banquet. The interface includes several sections:

- Event data:**
 - Event name: PSW Meeting 2008
 - Room name: Room
 - Customer: A Cut Above
 - Date: 25/11/08, 08:00 - 18:00
- Hotel information:**
 - Hotel Richard's Hotel, Richard's Hotel, ASPQ 2
 - Cont.-No.: PB994N330LY935
 - Res.No.: 935/534-1
 - Copy to other details
 - Letters
- Event course table:**

F / To	Text	Ext.	S...	Extended Text
12:00 13:00	Business Lunch	25		
14:30 15:00	Coffee break deluxe	30		
18:30 19:30	Dinnerbuffet	30		
- Event course details:**
 - 18:30 19:30 Dinnerbuffet
 - Buttons: New, Change, Delete
 - Mer: 30, Sort: 0
- Templates:**
 - lunch package (dropdown)
 - Add button
- Setup times:**
 - Setup: 09:30
 - Take: 19:30
- Room rates:**
 - Room rate: 4-000
 - SR: 150.00
 - DR: 180.00
 - Buttons: BEO New, Print
- Options:**
 - Room fixed
 - Delete event
- Buttons:** OK, Abbrechen

Plan the ideal setup for any event

Function sheets

Prepare and host events with an eye for the tiniest details with the customizable function sheets. Equipment requirements, menus, schedules, guest lists and other information can be entered in the function sheets. Print specific sheets for each department so your teams will always know exactly what to do.

Protel hotelsoftware GmbH					
Date	12.11.08 to 12.11.08			2088 / 12.11.08	
Type	Sales Meeting			Hotel contact: Protel Status: Tent	
Company Address	Protel hotelsoftware GmbH Herr Rainer Lagemann Europaplatz 8 Dortmund 44269		Telefon Telefax E-Mail Mobile	+49 231 915 93 0 +49 231 915 93 999 support@protel-net.com	
Organizer			Telefon Telefax E-Mail Mobile		
Invoice Address			Telefon Telefax E-Mail Mobile		
Date	Time	Event room	Type	Setup	Pers.
12.11.08	09:00 - 17:00	Harbour 1	Meeting	Classroom	10
Event Course					
09:00 - 09:00	Client Access				12
09:00 - 09:15	Arrival Coffee				12
09:15 - 09:15	Meeting Begins				12
10:30 - 10:45	Morning Tea				12
13:00 - 14:00	Lunch				12
15:30 - 15:45	Afternoon Tea				12
17:00 - 17:00	Meeting Ends				12
Event room details					
Harbour 1 / 12.11.08					
Time	Event	Persons	Setup		
09:00 - 17:00	Meeting	10	Classroom		
Timings					
09:00 - 09:00	Client Access				12
09:00 - 09:15	Arrival Coffee				12
09:15 - 09:15	Meeting Begins				12
10:30 - 10:45	Morning Tea				12
13:00 - 14:00	Lunch				12
15:30 - 15:45	Afternoon Tea				12
17:00 - 17:00	Meeting Ends				12
Technical Equipment					
2 x Flip Chart					
2 x Television					

All information can be entered in the function sheets

Other Features

- The Banquet inquiry function tells you instantly whether you have rooms available, which rooms they are, and when they are available. Your employees can thus respond immediately to inquiries and reserve available rooms with a single mouse click.
- If your guests require special equipment – video projectors, overhead projectors or TV sets – the Media Overview function tells you which of your equipment is available, and which is already reserved.
- If an event organizer wants to make a change to the plans, or if you want to print out function sheets for your staff, you can easily find booked events by date, event name or other criteria using the Banquet List function.
- The integrated reporting tool provides key data such as banquet revenues, service forecasting, history data, market and source code statistics. Use option and cancellation lists, media overviews and weekly schedules to track all your key information.
- Easily write up banquet contracts, confirmations, function sheets and menus in protel Banquet's word processor.



FURTHER EXPANSION MODULES:

protel Sales & Marketing

You can't market to your customers if you don't know them well. That's why your success depends on targeted sales and marketing activities and comprehensive customer relationship management. protel Sales & Marketing gives you total visibility into what your guests need and want. Improve your bottom line with focused campaign management and attractive customer loyalty programs!

protel WBE 3.0

With the protel Web Booking Engine (WBE), protel's online reservation system, you can put the power and convenience of online booking at your guests' fingertips. The Web Booking Engine retrieves pricing and availability information directly from the live protel system installed at your hotel (SPE, HQ or MPE). From no-obligation inquiries to firm reservations, your guests will always see the latest information.

PROTEL PRODUCT LINES:

protel SPE (Single Property Edition)

The protel Single Property Edition is our exclusive hotel management software for mid-market operators and large individual hotels. Check in, serve and check out your guests with the greatest of ease: protel SPE provides effortless processes and fast, reliable access to all crucial information.

protel MPE (Multi Property Edition)

protel HQ (Headquarter)

Both software products optimize the managing of information for hotel chains and hotel groups. It's an economically convincing and proven package solution for managing multiple hotels from a central database.

protel smart

For the reservation software protel smart we've tailored our internationally proven premium software solution to the needs of small and mid-market hospitality providers. It's an attractive package with great pricing, ease of use and functionality. It enables you to benefit from many proven features of protel SPE.

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