

Introduction

This guide provides quick reference formats for the Gabriel passenger reservations system. These formats cover the basic functions required for PNR creation, modification, and cancellation. Additional formats are included for accessing various information files, office queuing, and passenger list processing. This guide is intended to be a training aid for new employees and a convenient reference for airline personnel who need to know basic Gabriel formats, but do not work primarily in the reservations environment.

Conventions

The following conventions used in this Quick Reference Guide have been established to help illustrate the entry formats:

- HA = Host Airline
- OA = Other Airline (non-host)

Sign in SI:IR/120/12P Sign in Agent Nbr1 20, pre-defined User Group.
 SI:0I23/1A/11 Sign in Agent Nbr 23, User Group 11 specified.
 SI:IR1011/1111E/11 Sign in Agent Nbr 1011, Account Nbr1111E, User Grp 11.

Work Area Control

Display Areas DA Display Work Areas.
 Response:
 A* 23 1439 11 IR THR012
 B 23 1715 11 IR THR012
 C AVAIL
 D AVAIL
 E AVAIL
 PID = 44615 HARDCOPY = 44617
 SYSTEM PSA ONLINE

Active work area is marked by an asterisk (*). Display includes Agent Number (23), sign-in time (1439), User Group (11), Airline code (IR) City/Office Number (THR012).

Agent Out AO Agent is still signed in, but is no longer active in work area.
Agent In. AI:A/23/1A Agent is now active in work area A. Agent Number and Account Number are required
 AI:B/23/1A Agent In B. Agent is now active in work area B.

AI: is used to move between work areas when multiple areas are signed in.

Sign Out so Sign Out of active work area.