



BOOST YOUR SALES !!

*Strategi Jitu Menjual Airlines Travel Fair
2025*

TUTORIAL BOOK & ISSUED SQNDC = BT03 =



Pertama Pada Halaman Pencarian Silakan Pilih / Isi :

The screenshot shows a travel search interface with the following highlighted fields:

- Airline**: Selected as the primary search type.
- Round Trip**: Selected as the trip type.
- From**: Set to CGK - Jakarta - Indonesia - Soekarno Hatta Intl.
- To**: Set to SIN - Singapore - Singapore - Changi Intl.
- Passenger Count**: Set to 1 Passenger.
- Airline Selection**: Set to All airline.
- Class**: Set to Economy.
- Departure - Return Date**: Set to 20 Jan 2026 - 23 Jan 2026.
- Search Button**: The search button itself.

Setelah Tampil Hasil Pencarian silakan pilih Jadwal dengan Label : **SQNDCTF** atau **SQ BIG PROMO**

Round Trip | Economy | Jakarta (CGK) ↔ Singapore (SIN)
20 Jan 2026 - 23 Jan 2026 1 Adult

Session Time: 8m:20s
Elapsed Time: 1m:40s
---Sort by---

Filter: Reset

Transit: Direct, 1, 2+

GDS: NON GDS, Sabre, Galileo, Amadeus

Airline: Singapore Airlines, Indonesia AirAsia

Flight 1 of 2 price

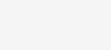
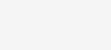
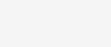
Airline	Flight Number	Departure	Arrival	Flight Type	Duration	Date	Class	Price
Singapore Airlines	SQ 967	20:20	23:05	Direct	1h 45m	Tue, 20 Jan 2026	K	SQ NDC TF IDR 1,208,520
Singapore Airlines	SQ 961	17:00	19:45	Direct	1h 45m	Tue, 20 Jan 2026	K	SQ NDC TF IDR 1,422,200
Singapore Airlines	SQ 953	08:25	11:10	Direct	1h 45m	Tue, 20 Jan 2026	K	SQ NDC TF IDR 1,422,200

Flight details: Choose

Flight details: Choose

Flight details: Choose

Lalu untuk jadwal kepulangan juga harus dipastikan memilih **farebasis SQTF**

Flight 2 of 2 price		SQ NDC TF	
 Singapore Airlines	07:40 Fri, 23 Jan 2026 SIN  25 KG	Direct 1h 45m	08:25 Fri, 23 Jan 2026 CGK Class K
 Singapore Airlines SQ 952	07:40 Fri, 23 Jan 2026 SIN (Singapore) Changi Intl Terminal: 2	1h 45m	08:25 Fri, 23 Jan 2026 CGK (Jakarta) Soekarno Hatta Intl Terminal: 3
Flight details ^		Choose	
 K (Economy)	Economy Lite - KT6IARL1 - SQTF IDR 1,679,620	 Airbus A350-900  25 KG  K (Economy) IDR 1,679,620	Choose
Class K	IDR 1,679,620	 Airbus A350-900  25 KG  K (Economy) IDR 1,679,620	Choose

[Hide Term and Condition](#)

Flight CGK - SIN

AWARD_ACCRUAL

- ▶ 275
- ▶ SINGAPORE AIRLINES OPERATED FLIGHTS KrisFlyer: 50% of actual flown distance. Partner frequent flyer programmes: Accrual levels may differ on Singapore Airlines operated flights. For ticket(s) partially paid for using KrisFlyer miles, the miles earned are proportionate to the amount paid using credit/debit card. These miles can only be credited to KrisFlyer membership accounts. FLIGHTS OPERATED BY OTHER AIRLINES KrisFlyer mileage accrual levels on flights operated by KrisFlyer partner airlines may differ. Codeshare flights operated by non-KrisFlyer partner airlines are not accruable to KrisFlyer. For details, visit http://www.singaporeair.com/en_UK/sg/ppsclub-krisflyer/earn-miles/earn-when-you-fly/

AWARD_UPGRADE

- ▶ Not Allowed
- ▶ KrisFlyer Upgrade Awards on Singapore Airlines: Not allowed. Star Alliance Upgrade Awards on Singapore Airlines: Not allowed.

CANCEL_BEFOREDEPARTURE

- ▶ Not Allowed
- ▶ For non-refundable fares, fuel and insurance surcharges are non-refundable.

CANCEL_NOSHOWFIRST

- ▶ Not Allowed

CHANGE_BEFOREDEPARTURE

- ▶ Not Allowed

CHANGE_NOSHOWFIRST

- ▶ Not Allowed

DISCLAIMER

- ▶ If payment was made with a mix of cash and KrisFlyer miles, you will only earn miles on the part of the fare that was paid with a credit / debit card. Full fare rules and KrisFlyer terms and conditions apply.

**Selanjutnya pada gambar
disamping Mohon di perhatikan
fare rules pada sistem untuk
melakukan perubahan / refund.**



Booker Information

* Title
MRS

This Person has single name

* First name and middle name (if any)
ALITA

As on Identity Card or Passport without title and punctuation

* Nationality
Indonesia

* Contact Person for Urgent Situation
(Must be filled with booker's mobile on first registration)

62 81288886373

Example: 812345678

Clear X Search Q

The screenshot shows a web-based form titled 'Booker Information'. It includes fields for 'Title' (MRS), 'First name and middle name (if any)' (ALITA), 'Last name (Family name/Surname)' (TRINANDIA), 'Nationality' (Indonesia), and 'Contact Person for Urgent Situation' (mobile numbers 62 and 81288886373). There are also 'Clear' and 'Search' buttons at the top right.

1. Isi data bookers information dengan nama agent yang melakukan proses booking reservasi
2. Perubahan jadwal, dan tiket asli dari SQ akan di kirimkan ke data bookers

ISI DATA PASSANGER / SINGLE NAME :

Adult 1

Make this to Contact Person

* Title
MRS

This Person has single name

* First name and middle name (if any)
RIAMA

As on Identity Card or Passport without title and punctuation

* Nationality
Indonesia

* Birth Date
Birth Date

Fill Identity ▾

Frequent Flyer Program Journey 1

Frequent Flyer Program

Frequent Flyer Number

Frequent Flyer Number

Behaviors

Solo Traveller:

Group Traveller:

1. Isi data penumpang sesuai passport

2. Apabila nama yang diisi hanya terdiri dari satu kata (single name), mohon centang kolom ‘This Person has single name’

3. Kolom Frequent flyer bisa di isi apabila passanger memiliki krisflyer



Please Review Your Booking

Prices may changes at any time

Flight Detail

Departure SQ NDC TF | 15308053

Singapore Airlines (SQ967) 20:20
Tue, 20 Jan 2026
Jakarta (CGK)
Terminal: 3

23:05
Tue, 20 Jan 2026
Singapore (SIN)
Terminal: 0

Return SQ NDC TF | 15308053

Singapore Airlines (SQ952) 07:40
Fri, 23 Jan 2026
Singapore (SIN)
Terminal: 2

08:25
Fri, 23 Jan 2026
Jakarta (CGK)
Terminal: 3

Contact Person

MRS ALITA TRINANDIA
Email: bdo@tvc.co.id
Phone: 62 - 81288886373

Passengers

Edit

Passenger #1
MRS RIAMA Adult
Birth Date: 10 Jul 1985
Passport: A343224 | Expired Date: 01 Jul 2037

Seat & SSR

► CGK → SIN (Tue, 20 Jan 2026 - 20:20)

Contact Person



MRS ALITA TRINANDIA
Email: bdo@tvc.co.id
Phone: 62 - 81288886373

Passengers

Edit



Passenger #1
MRS RIAMA Adult
Birth Date: 10 Jul 1985
Passport: A343224 | Expired Date: 01 Jul 2037

Seat & SSR

► CGK → SIN (Tue, 20 Jan 2026 - 20:20)

• (Included) Baggage: 25 KG

► SIN → CGK (Fri, 23 Jan 2026 - 07:40)

• (Included) Baggage: 25 KG

1. Setelah melakukan input data penumpang dan jadwal sudah di pilih, agent dapat melakukan review booking pada bagian ini, apabila terdapat kesalahan nama maupun data passport

2. Tombol edit dapat digunakan untuk melakukan perubahan data passport dan tidak bisa untuk melakukan perubahan “NAMA”

CARA MENAMBAH SSR DAN SEAT

The screenshot shows a flight booking interface with the following details:

- Flight 1:** Departure: 06:30, 20 Jan 2020, Singapore - Changi Int'l (SGN) - Jakarta (CGK), Economy Class (X).
- Flight 2:** Departure: 07:45, 21 Jan 2020, Changi Int'l - Singapore (SGN) - Denpasar (DPS), Economy Class (X).
- Booker:** MRS ALITA TRIHANDIA, Email: info@abc.co.id, Phone: +62-8123456789.
- Contact Person:** MRS ALITA TRIHANDIA, Email: info@abc.co.id, Phone: +62-8123456789.
- Passenger:** MRS RUMA, Adult, Birth Date: 10 Jul 1985, Passport: A323234, Expired Date: 31 Jul 2027, Ticket Number: [redacted].
- Seat & SSR:**
 - Flight 1: SGN → CGK (20 Jan 2020 06:30)
- (Included) Baggage: 25 KG
 - Flight 2: SGN → DPS (21 Jan 2020 07:45)
- (Included) Baggage: 25 KG
- Request:**
 - + Baggage / Meal / Medical
 - + Request Seat

Scroll ke bawah untuk melakukan Request SSR dan Choose Seat, seperti tampilan pada gambar di samping.

Special Service Request

MRS RIAMA Adult
Birth Date: 10 Jul 1985

Flight #1

SSR Request:

CGK → CGK (20 Jan 2026) Add New SSR
Baggage

CGK → SIN (20 Jan 2026)
Baggage

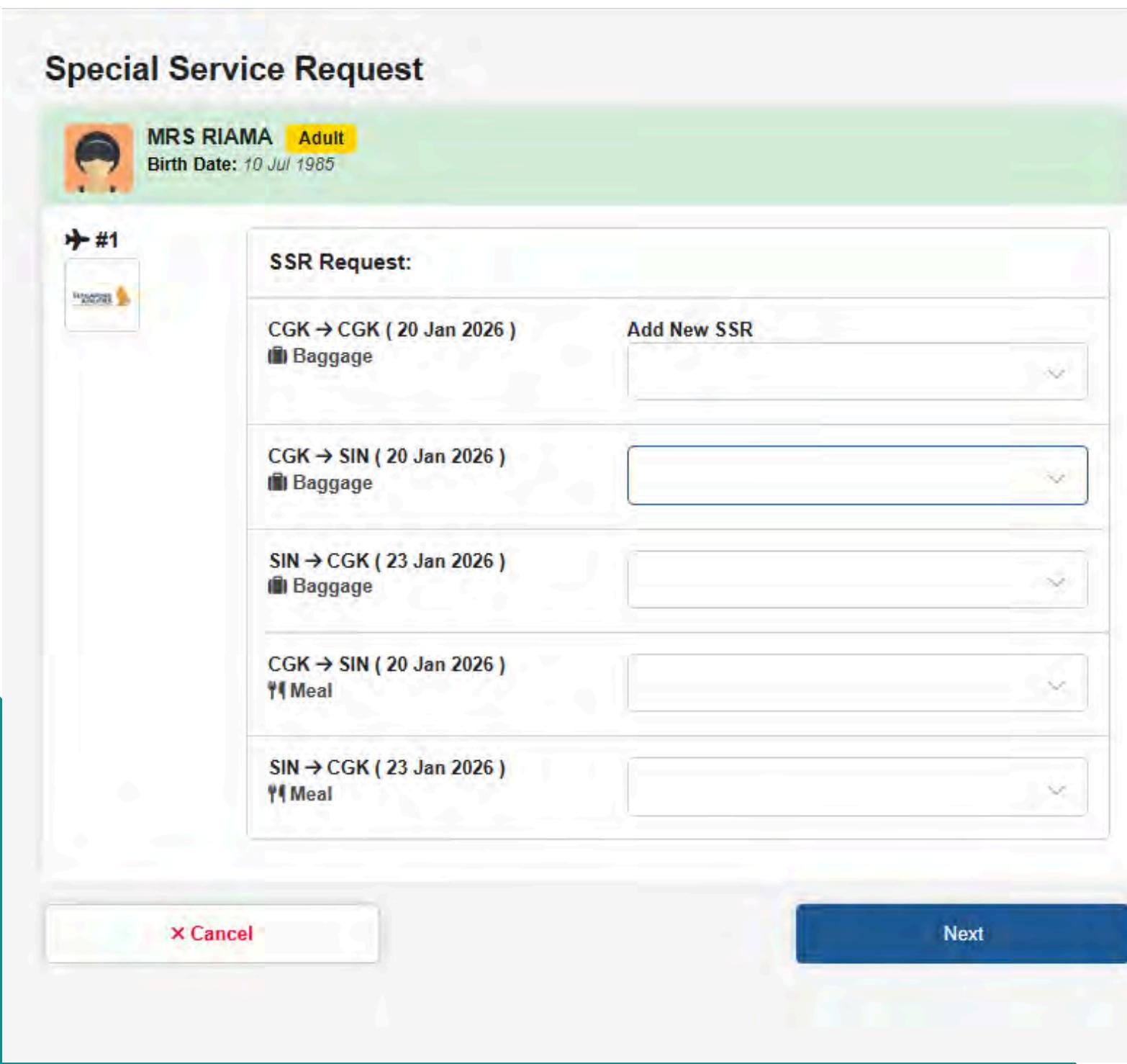
SIN → CGK (23 Jan 2026)
Baggage

CGK → SIN (20 Jan 2026)
Meal

SIN → CGK (23 Jan 2026)
Meal

Next

x Cancel



NOW

Search → Passenger → 3 Seat → 1 issued

Passenger: MRS RIAMA ADT

Select Route: CGK-SIN, 20 Jan 2026 20:20
Seat: 31H, Description: SIN-CGK, 23 Jan 2026 08:20
IDR 892,200 Cancel seat
No seat selected

Ancillary Fee: IDR 892,200
Total: IDR 892,200

Seat Map
CGK-SIN, 20 Jan 2026 20:20
MRS RIAMA ADT

Seat Map details:
Seat: 31H
Aisle seat
Chargeable seat
Economy comfort seat
Seat with facilities for handicapped/incapacitated passenger
Leg space seat

Not Available Available

	A	B	C	D	E	F	G	H	K
31	31A	31C	31D	31E	31F	31G	31H	31K	
32	32A	32C	32D	32E	32F	32G	32H	32K	
33	33A	33C	33D	33E	33F	33G	33H	33K	

Gambar diatas adalah pilihan tambahan Baggage dan juga pemilihan seat (bisa disesuaikan dengan kebutuhan passenger).

[Home](#) [My Reservation](#)

Please Review Your Booking

Prices may changes at any time

Please proceed to payment or review your booking again.

+ New Reservation [New Search](#) [Sync Status](#) [Sync Reprice](#) [Sync Acknowledge](#) [Create Issued Offline](#)

Order Number
AL.25071503198385

PNR DH6A9R Booked	Price Guarantee Timelimit 16 Jul 2025 23:00 GMT+7	Expired Timelimit 16 Jul 2025 23:00 GMT+7
Agent BT TRAINEE	Booked Pita Trainer	15 Jul 2025 10:20 GMT+7

Flight Detail

PNR DH6A9R **SQ NDC TF** 15308053

Flight #1

KT6IARL1 - SQ
Singapore Airlines 967

20:20 20 Jan 2026 Soekarno Hatta Intl - Jakarta (CGK) Terminal: 3

23:05 20 Jan 2026 Changi Intl - Singapore (SIN) Terminal: 0

Class : Economy Class (K)

25 KG for 1 person

Flight #2

KT6IARL1 - SO

Price Detail

PNR: DH6A9R
MRS RIAMA (Adult) IDR 3,359,241

Grand Total IDR 3,359,241

YPM [show](#)

Share this on: [Share](#) [Copy](#)

Print

Force get new printout

[Print Form](#) [Print Form \(Price\)](#)

Voucher

Input Voucher Code [Check](#)

Setelah klik “Hold Booking” maka tampilan akan berubah seperti di samping.

CARA SYNC DAN REPRICE

The screenshot shows a travel booking system interface. At the top, there's a banner with the text "Please Review Your Booking" and "Prices may changes at any time". Below the banner, there are several buttons: "+ New Reservation", "Q New Search", "Sync Status" (which is highlighted with a red border), "Sync Reprice", "Sync Acknowledge", and "Create Issued Offline".

The main area displays booking details:

- Order Number:** AL.25071503198385
- PNR:** DH6A9R **Status:** Booked
- Price Guarantee Timelimit:** 16 Jul 2025 23:00 GMT+7
- Expired Timelimit:** 16 Jul 2025 23:00 GMT+7
- Agent:** BT TRAINEE
- Booked By:** Pita Trainer
- Date:** 15 Jul 2025 10:20 GMT+7

Flight Detail:

- PNR:** DH6A9R **SQ NDC TF:** 15308053
- Flight #1:**
 - Flight:** KT6IARL1 - SQ
 - Airlines:** Singapore Airlines 967
 - Departure:** 20:20 on 20 Jan 2026 from Soekarno Hatta Intl - Jakarta (CGK) Terminal 2
 - Arrival:** 23:05 on 20 Jan 2026 to Changi Intl - Singapore (SIN) Terminal 2

Price Detail:

- PNR:** DH6A9R **Passenger:** MRS RIAMA (Adult) **Price:** IDR 3,359,241
- Grand Total:** IDR 3,359,241

Share: Share this on: WhatsApp, LINE, Telegram, Email
Print:

- Force get new printout:**
- Print Form:**
- Print Form (Price):**

Tombol Sync Status dan Sync Reprice terletak di halaman frontend ketika sudah melakukan booking ataupun issued

- Sync Status berfungsi untuk melakukan sinkronisasi status data dari vendor dengan tampilan di sistem juga digunakan apabila ada DAPO atau CORENAME
- Fungsi Sync Reprice adalah untuk menyinkronkan harga dari airlines dengan tampilan sistem.

NOTE : PASTIKAN KLIK SYNC REPRICE PADA HARI H PAMERAN APABILA HARGA YANG MUNCUL MASIH HARGA LAMA, AGAR HARGA UPDATE MENJADI HARGA PAMERAN .

Please Review Your Booking
Prices may changes at any time

Please proceed to payment or review your booking again.

+ New Reservation Q New Search Sync Status **Sync Reprice** Sync Acknowledge Create Issued Offline

Order Number
AL.25071503198385

PNR Price Guarantee Timelimit Expired Timelimit
DH6A9R Booked **16 Jul 2025 23:00 GMT+7** **16 Jul 2025 23:00 GMT+7**

Agent Booked
BT TRAINEE **Pita Trainer**
 15 Jul 2025 10:20 GMT+7

Price Detail

PNR: DH6A9R IDR 3,359,241▼
MRS RIAMA (Adult)

Grand Total IDR 3,359,241▼

YPM show

KLIK "NO" UNTUK INPUT PROMO CODE

Please Review Your Booking
Prices may changes at any time

Please proceed to payment or review your booking again.

+ New Reservation Q New Search Sync Status Sync Reprice Sync Acknowledge Create Issued Offline

Order Number: AL.25071503198385

PNR: DH6A9R Booked Price Guarantee: 16 Jul 2025 2

Agent: BT TRAINEE Booked Pita Trainer 15 Jul 2025 1

Flight Detail: PNR: DH6A9R SQ NDC TF: 15308053

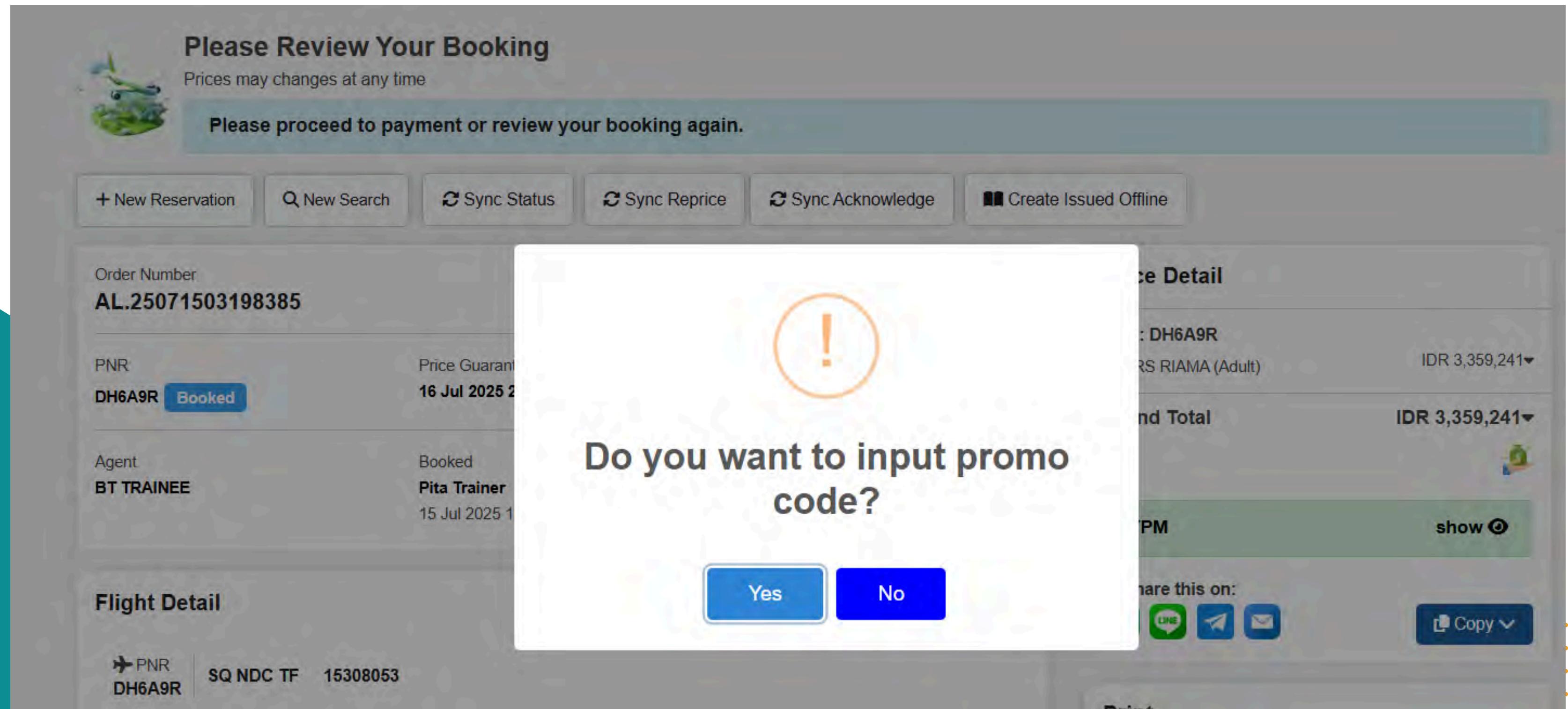
Do you want to input promo code?

Yes No

Price Detail: DH6A9R RS RIAMA (Adult) IDR 3,359,241 Total IDR 3,359,241

Share this on: LINE WhatsApp Email

Print Copy



SPLIT BOOKING

Flight #1

KT6IARA2 - SQ
Singapore Airlines 927

16:30 18 Aug 2025 Juanda International Airport - Surabaya (SUB)
Terminal: -

19:55 18 Aug 2025 Changi Intl - Singapore (SIN)
Terminal: -

Class : Economy Class (K)

25 KG for 1 person

Flight #2

KT6IARA2 - SQ
Singapore Airlines 922

07:50 23 Aug 2025 Changi Intl - Singapore (SIN)
Terminal: -

09:05 23 Aug 2025 Juanda International Airport - Surabaya (SUB)
Terminal: -

Class : Economy Class (K)

25 KG for 1 person

Show Term and Condition

Flight SUB to SIN ▾ Earn KrisFlyer miles ▾ Upgrade with miles ▾ Cancellation Fee ▾
No-Show Cancellation Fee ▾ Change Itinerary - Before Departure ▾ No-Show Change Fee ▾

Print

Force get new printout

Print Form

Print Form (Price)

Voucher

Input Voucher Code

* this code will be used if issued

Split Passenger Booking

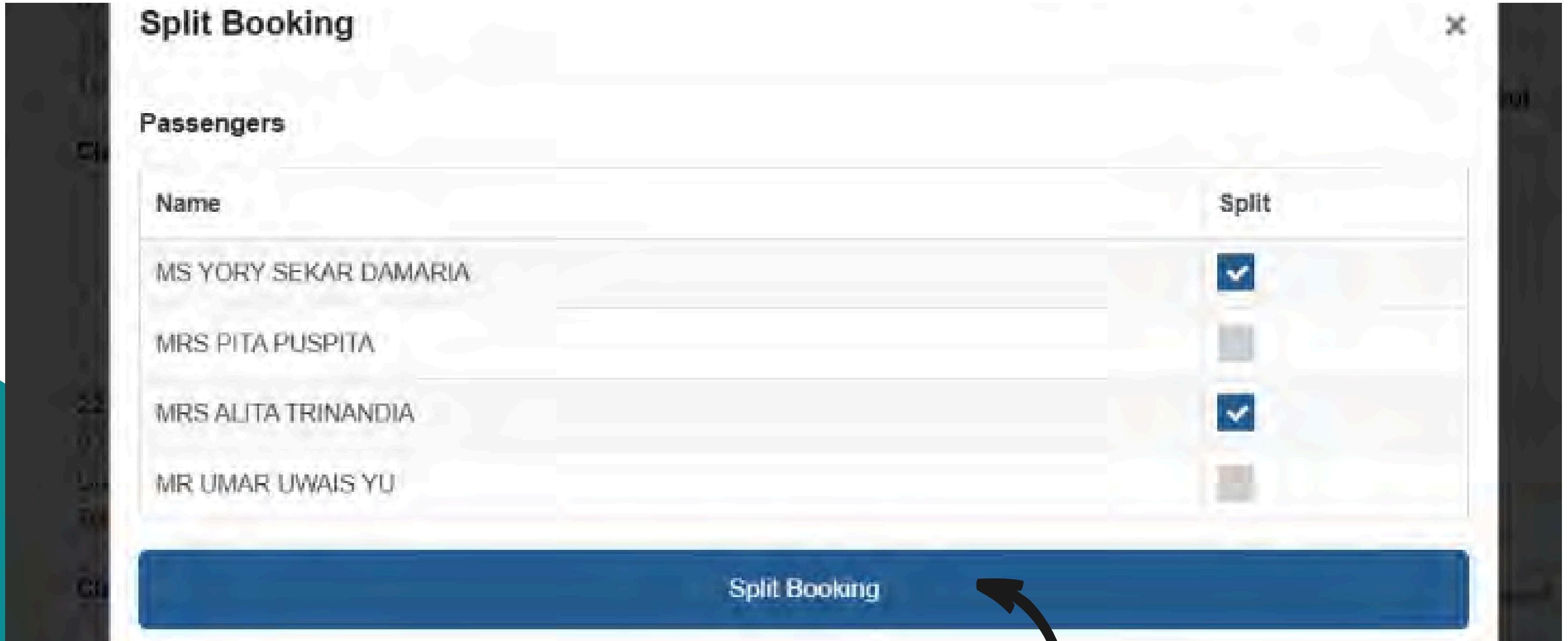
Change Itinerary

Cancel Booking

Issued Booking

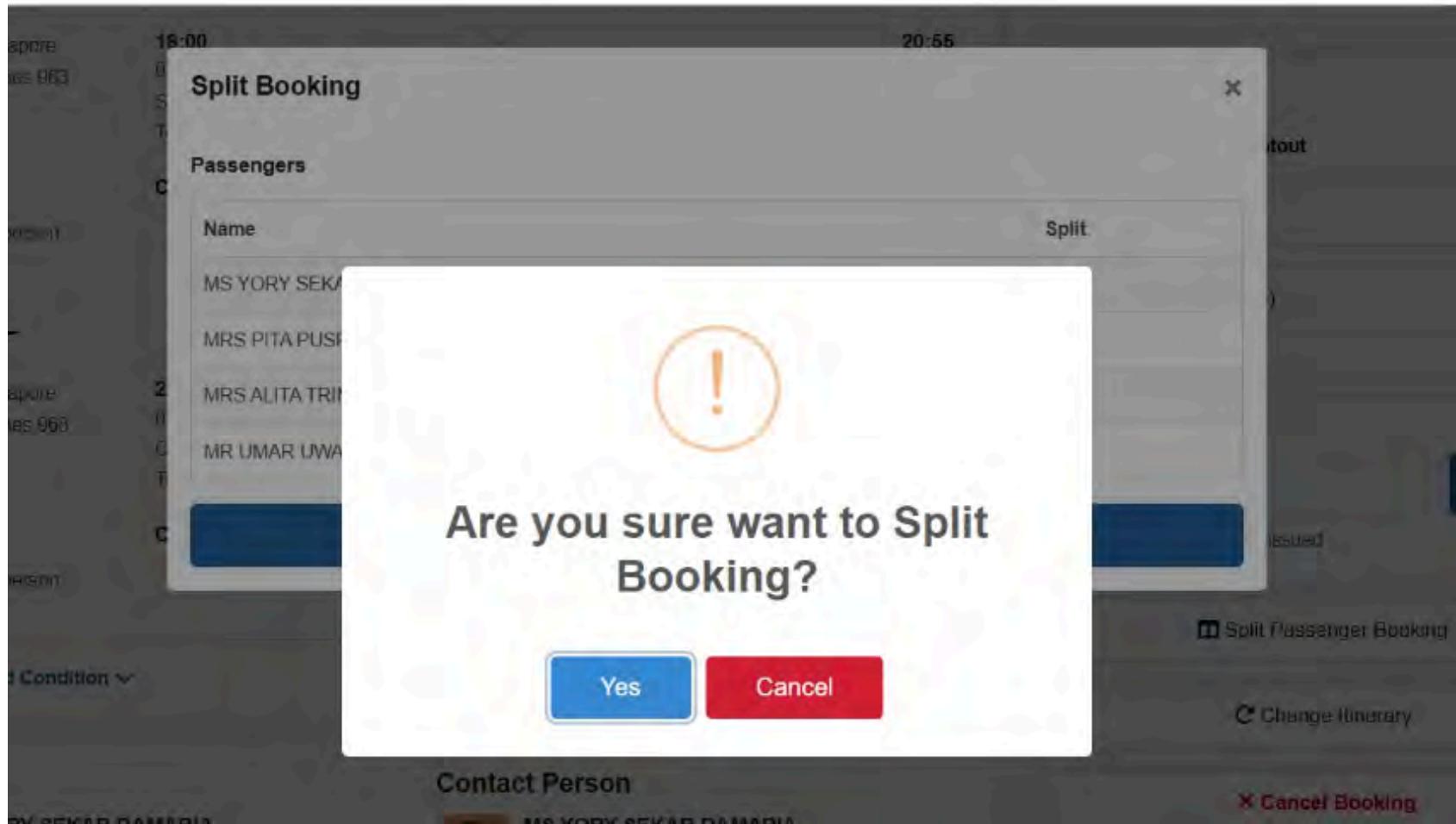
1. Buka bookingan melalui frontend
2. Klik “Tombol Split Booking”

Gambar Centang Passenger yang di Split

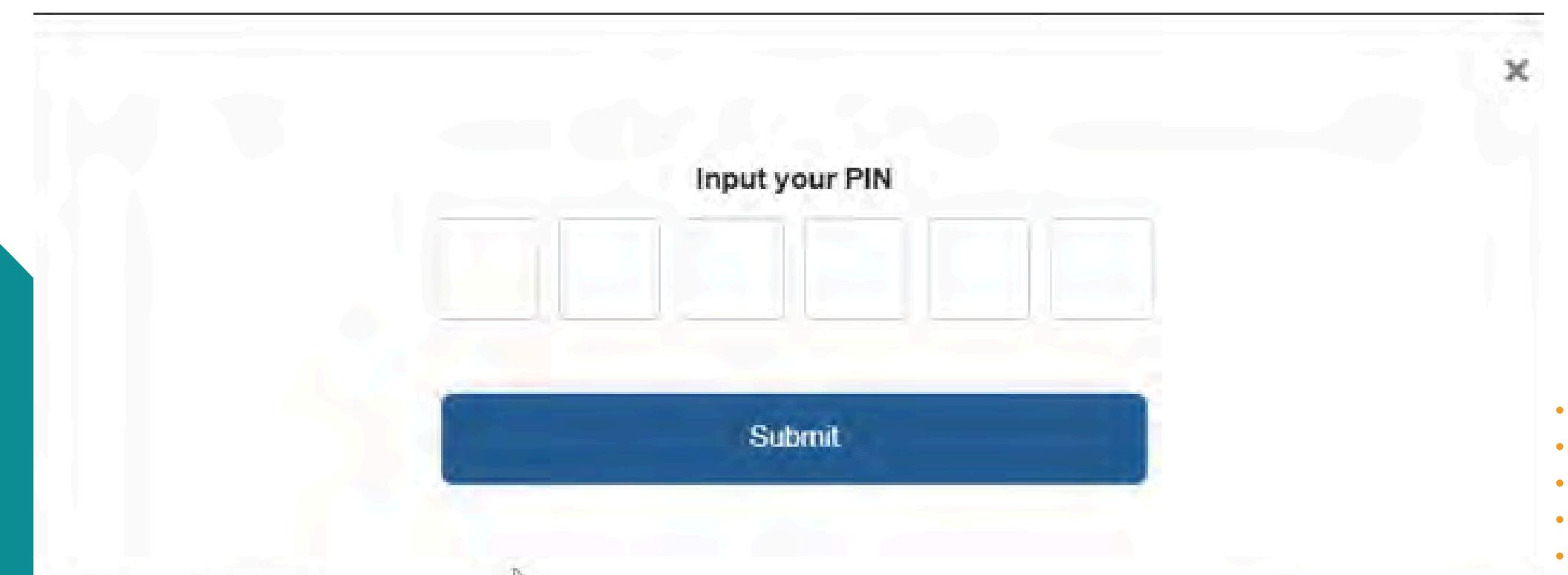


- Pilih passengers yang ingin di split
- Klik “Split Booking”

Klik “YES” untuk melanjutkan split kode booking



Input “PIN” untuk melanjutkan proses split booking



TAMPILAN SETELAH SPLIT PASSANGER

Flight Detail

PNR
DIXHDS | SQ NDC TF 15308053

Flight #1

KT6IARL1 - SQ



Singapore
Airlines 963

18:00
03 Feb 2026



20:55
03 Feb 2026
Changi Intl - Singapore (SIN)
Terminal: -

Soekarno Hatta Intl - Jakarta (CGK)
Terminal: -

Class : Economy Class (K)

25 KG for 1 person

Flight #2

KT6IARL1 - SQ



Singapore
Airlines 968

22:40
05 Feb 2026



23:25
05 Feb 2026
Soekarno Hatta Intl - Jakarta (CGK)
Terminal: -

Changi Intl - Singapore (SIN)
Terminal: -

Class : Economy Class (K)

25 KG for 1 person

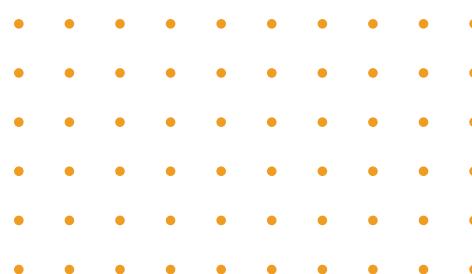
Other Info

DIVSTJ

Jika sudah di split booking maka akan tampil seperti gambar di samping

- Untuk PNR hasil split tersebut ada di keterangan Other Info DIVSTJ

NOTE : Jika di Other Info PNR masih sama dengan PNR awal bisa di klik Sync Status.



PROSES ISSUED TIKET

Flight Detail

PNR DS4E3J SQ NDC TF 15308053

Flight #1

KT6IARL1 - SQ Singapore Airlines 967
20:20 10 Feb 2026 Soekarno Hatta Intl - Jakarta (CGK) Terminal: 3
Class : Economy Class (K)
25 KG for 1 person

Flight #2

KT6IARL1 - SQ Singapore Airlines 952
07:40 13 Feb 2026 Changi Intl - Singapore (SIN) Terminal: 2
08:25 13 Feb 2026 Soekarno Hatta Intl - Jakarta (CGK) Terminal: 3
Class : Economy Class (K)
25 KG for 1 person

Show Term and Condition ▾

Booker

MS YORY SEKAR DAMARIA
Email: Ticketing@twc.co.id
Phone: 62 - 87832165603

Contact Person

MS YORY SEKAR DAMARIA
Email: Ticketing@twc.co.id
Phone: 62 - 87832165603

Share this on: Copy

Print

Force get new printout

Print Form
Print Form (Price)

Voucher

Input Voucher Code
* this code will be used if issued

Split Passenger Booking
 Change Itinerary
 Cancel Booking

Issued Booking

**Jika semua reservasi
sudah sesuai Klik “Issued
booking”**

Pastikan saldo mencukupi untuk proses issued dan selalu pilih “ CASH “ dan input “PIN” untuk melanjutkan proses issued

The screenshot shows a travel booking interface with a sidebar and a main content area.

Passenger Information:

- Passenger #1: MS FALLAH AMOR RAMADANTY (Adult)
- Birth Date: 16 Jul 2007
- Ticket Number: [redacted]

Seat & SSR:

- CGK → SIN (10 Feb 2026 20:20)
 - (Included) Baggage: 25 KG
- SIN → CGK (13 Feb 2026 07:40)
 - (Included) Baggage: 25 KG

Request:

- + Baggage / Meal / Medical
- + Request Seat

Payment Options (Right Panel):

2. Payment Customer to Agent:
 - Attach Payment Reference
 - Cash
3. Payment Detail:

Account Number -	[redacted]
Account Name	[redacted]
Price	IDR 3,409,844
Fee	IDR 0
Current Balance	IDR 2,784,369
Grand Total	IDR 3,409,844
4. Input your PIN:
 - 6 input fields for PIN entry.

Buttons:

- Balance
- Pay Now

Two black arrows point from the text in the main heading to the "Cash" radio button in step 2 and the PIN input field in step 4.



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