

e-Documents

PRESENTATION





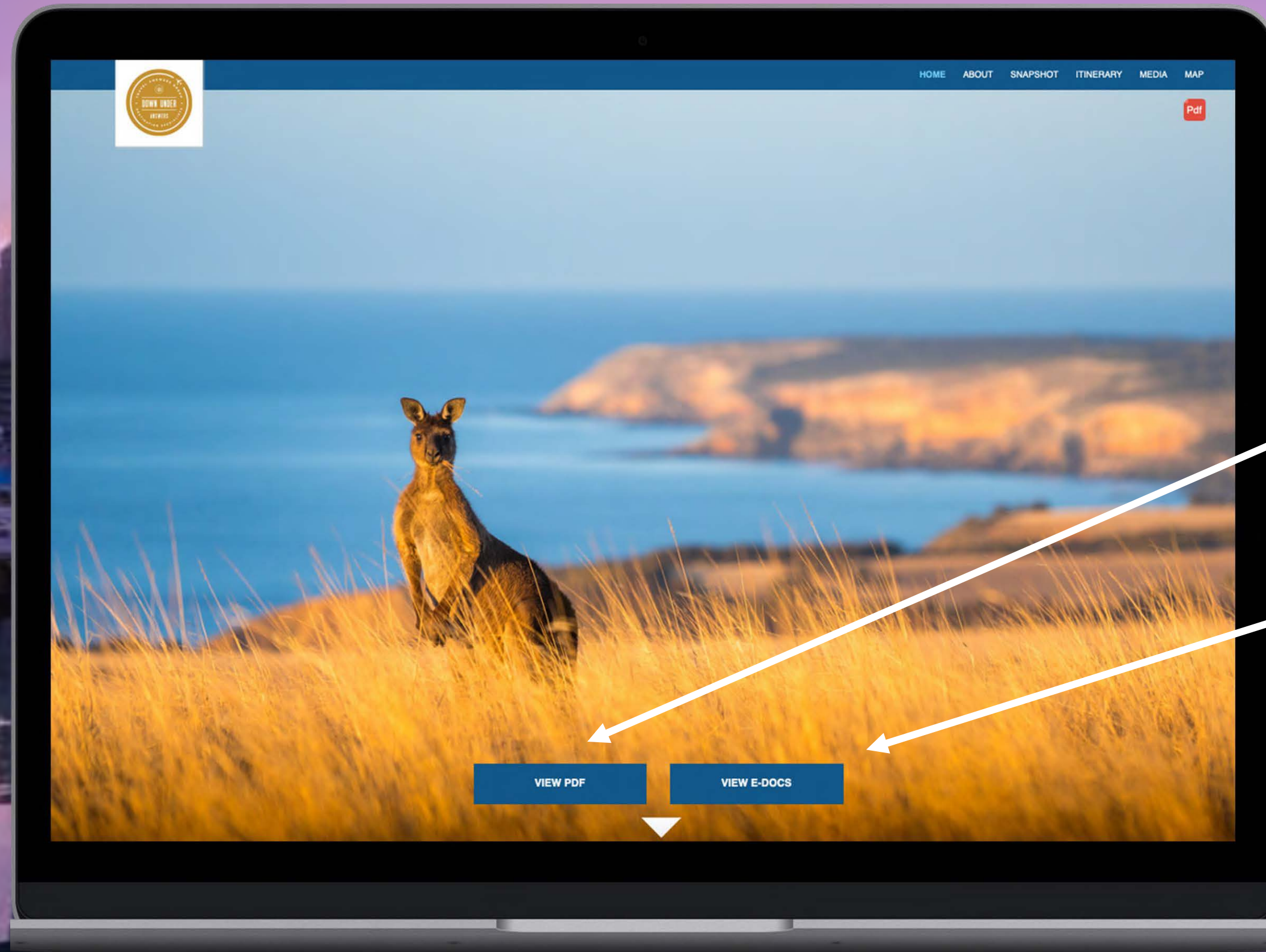
E-Docs Information

- Commencing 21 June 2023, Travel Answers Group will transition to e-documentation for all travel itineraries and brands. We would like to provide you with a training presentation and FAQ's to help you fully utilize the benefits of e-docs.



1. Click Link for your e-Presentation

Your itinerary
links at bottom

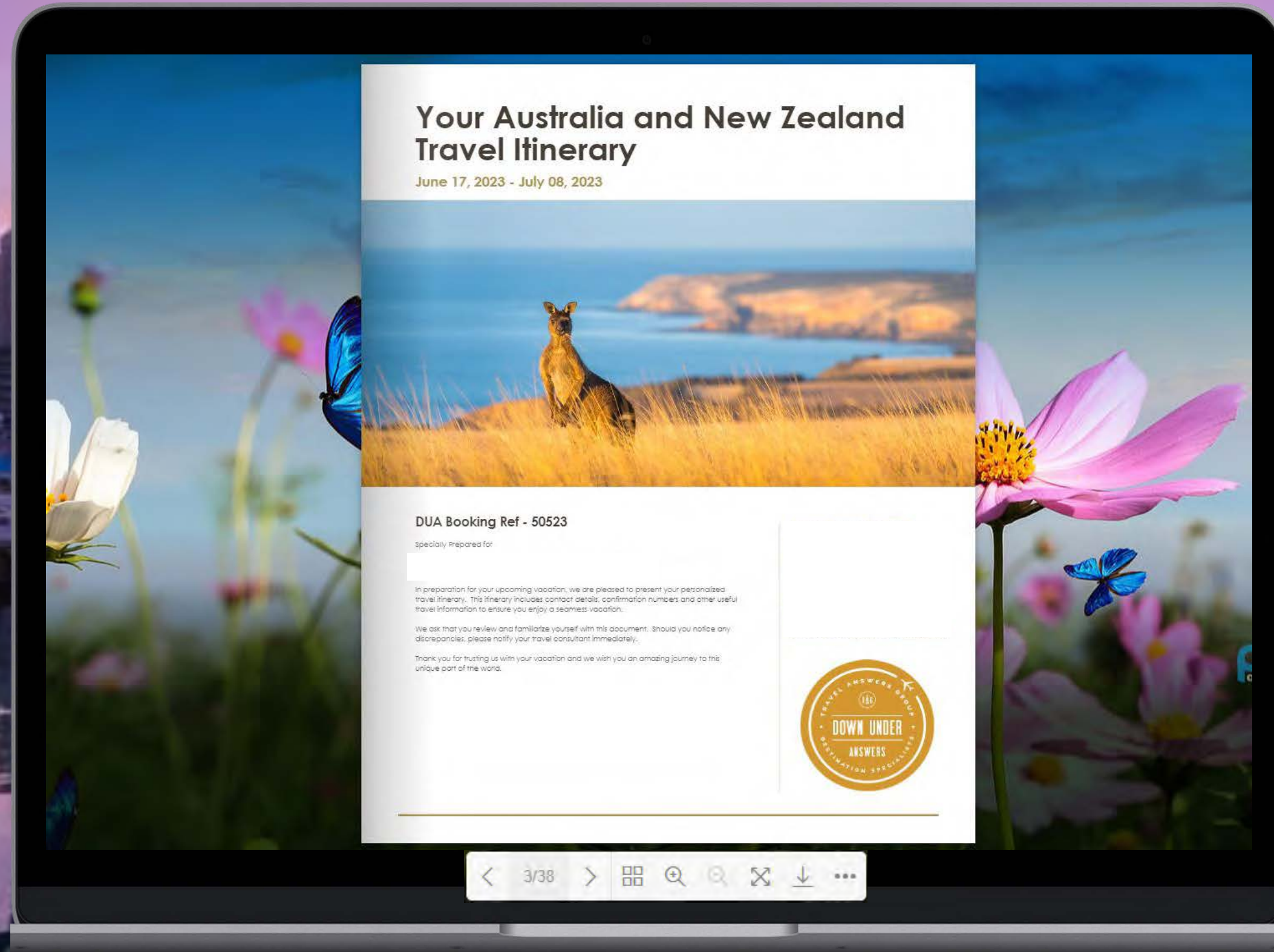


VIEW PDF

VIEW E-DOCS



2. PDF View – Digital Travel Magazine



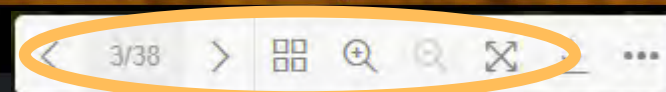
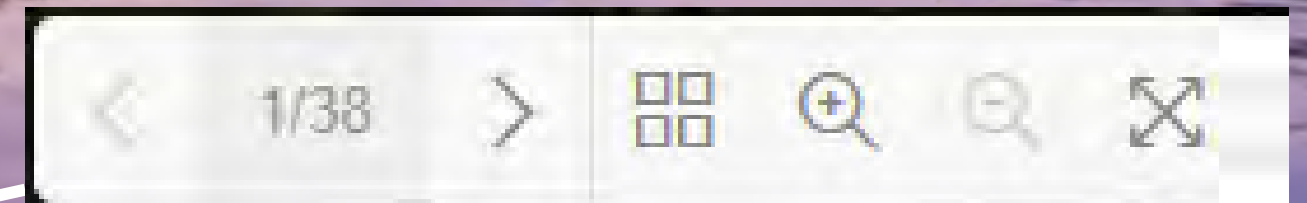
Your Itinerary
Comes to Life



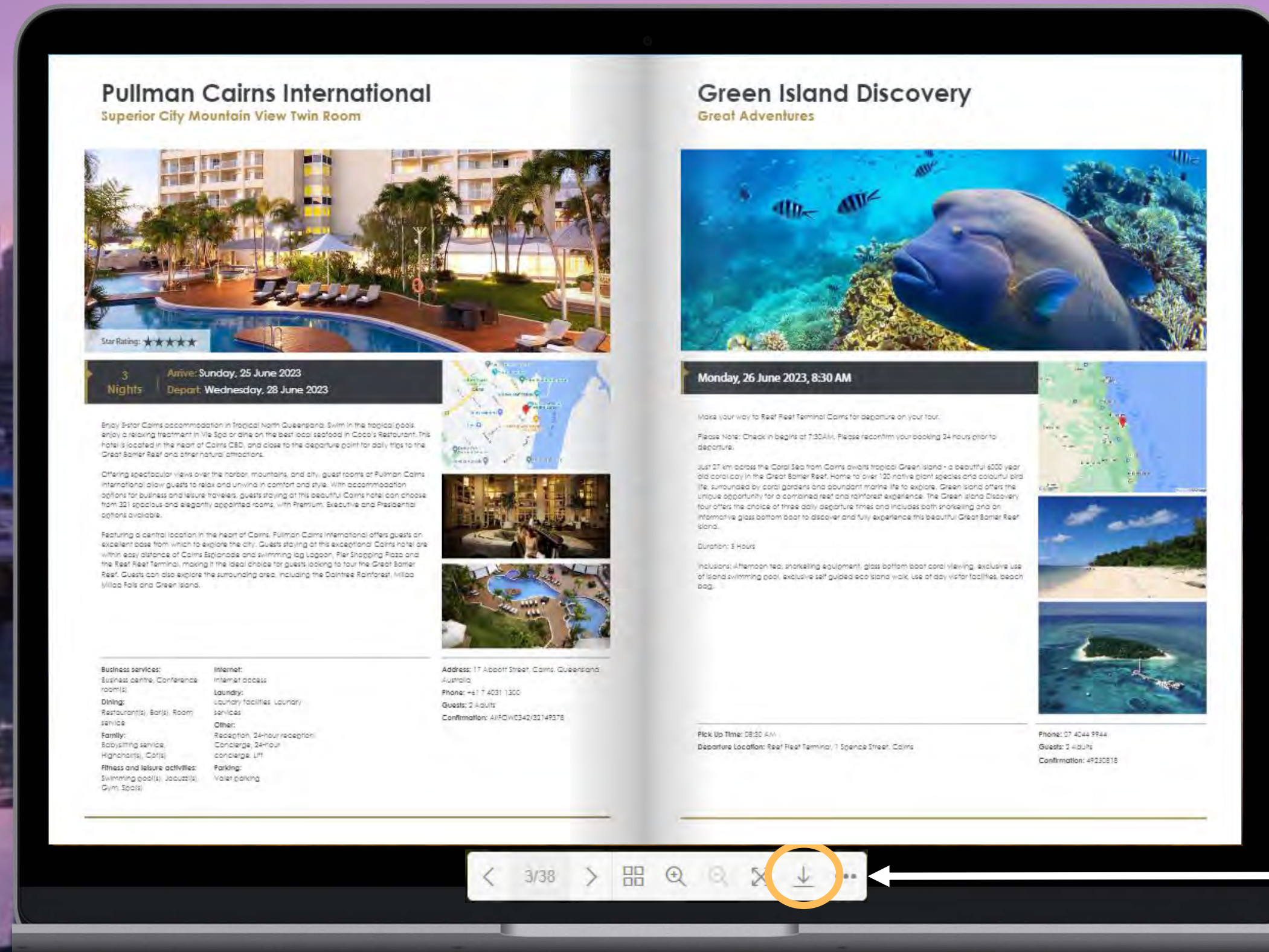
2. PDF View – Easy to Navigate



- Click to turn page
- Table of Contents
- Zoom in to read
- Full screen view



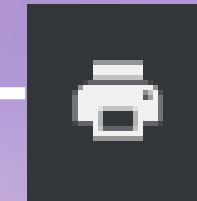
2. PDF View – Beautifully Presented



Every page
breathes Life into
your itinerary
Click down arrow
to download

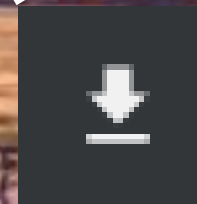


2. Download PDF to Print & Share



Print

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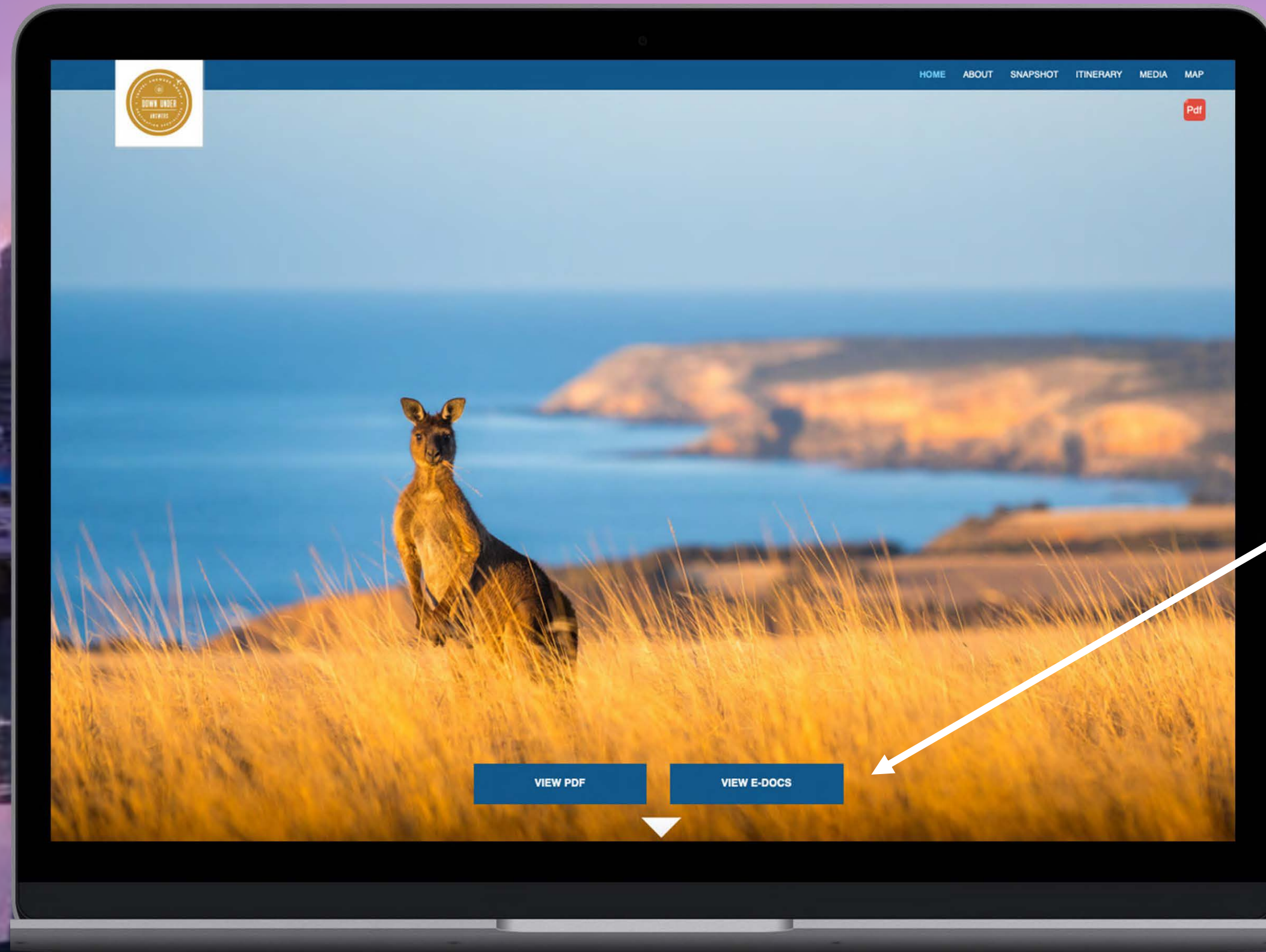
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3. e-Document – Travel Professional

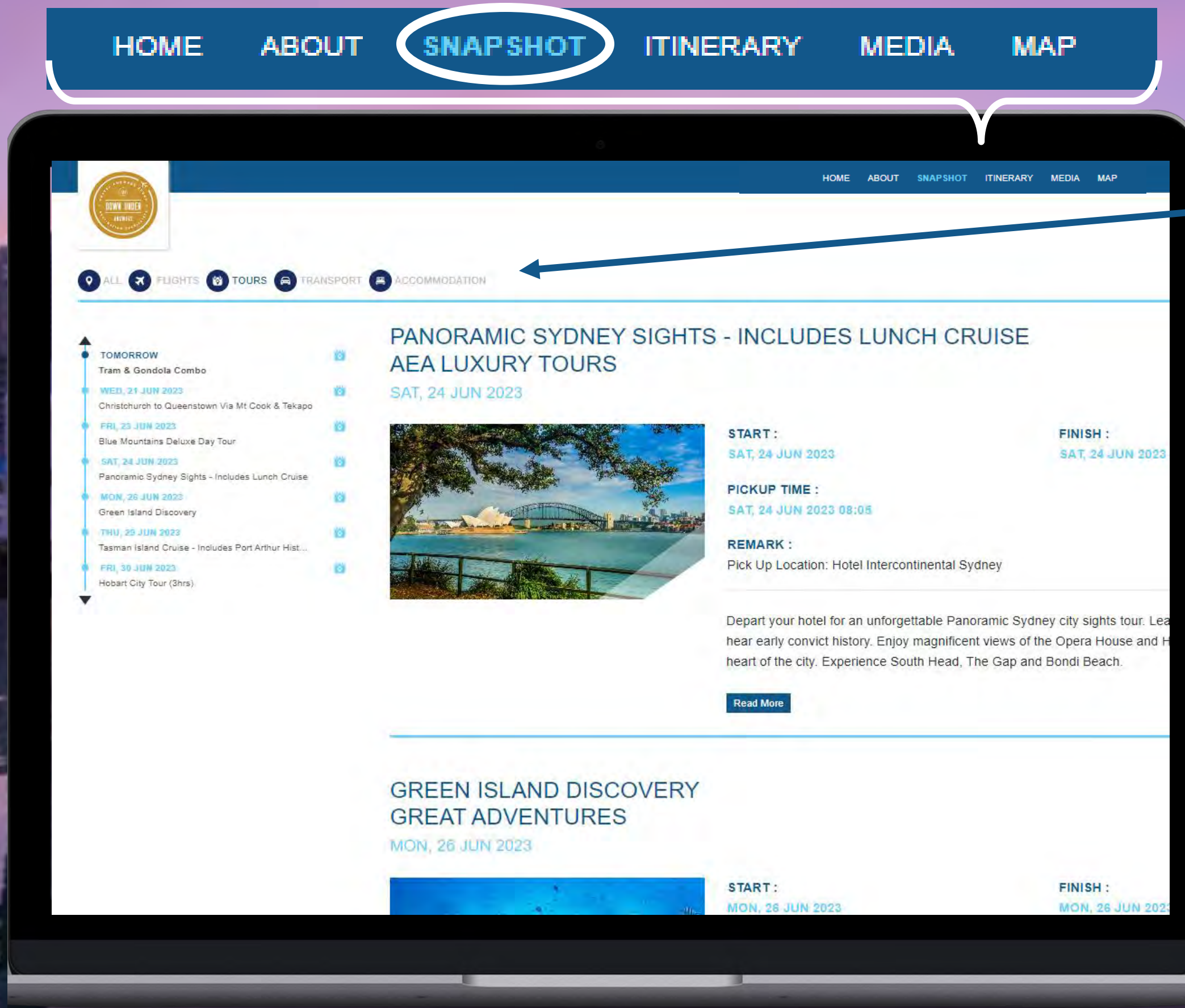
Your itinerary
links at bottom



VIEW E-DOCS



3. e-Document - Digital Snapshot



**Completely
Interactive Format
that Auto Updates**



3. e-Document - Digital Itinerary

HOME

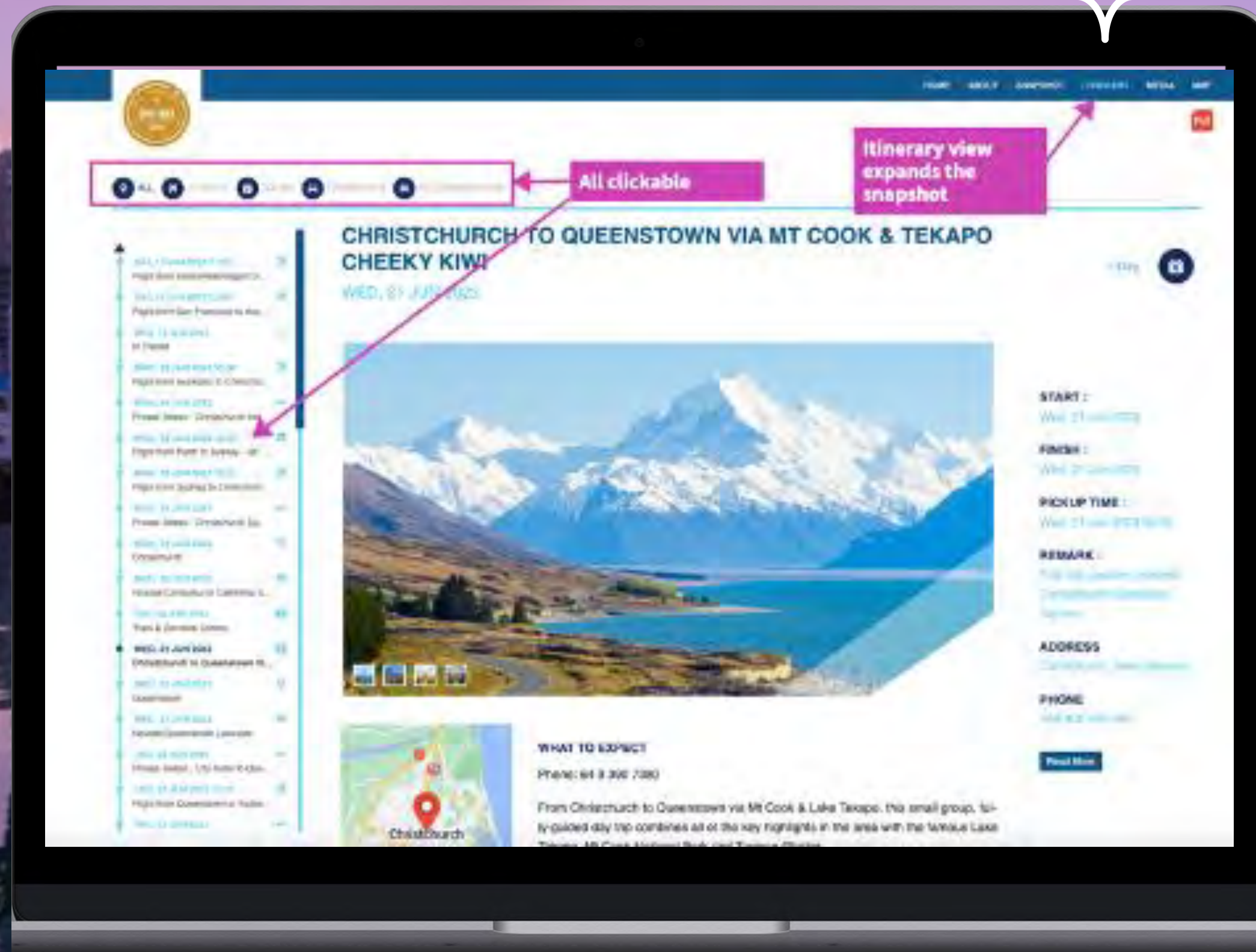
ABOUT

SNAPSHOT

ITINERARY

MEDIA

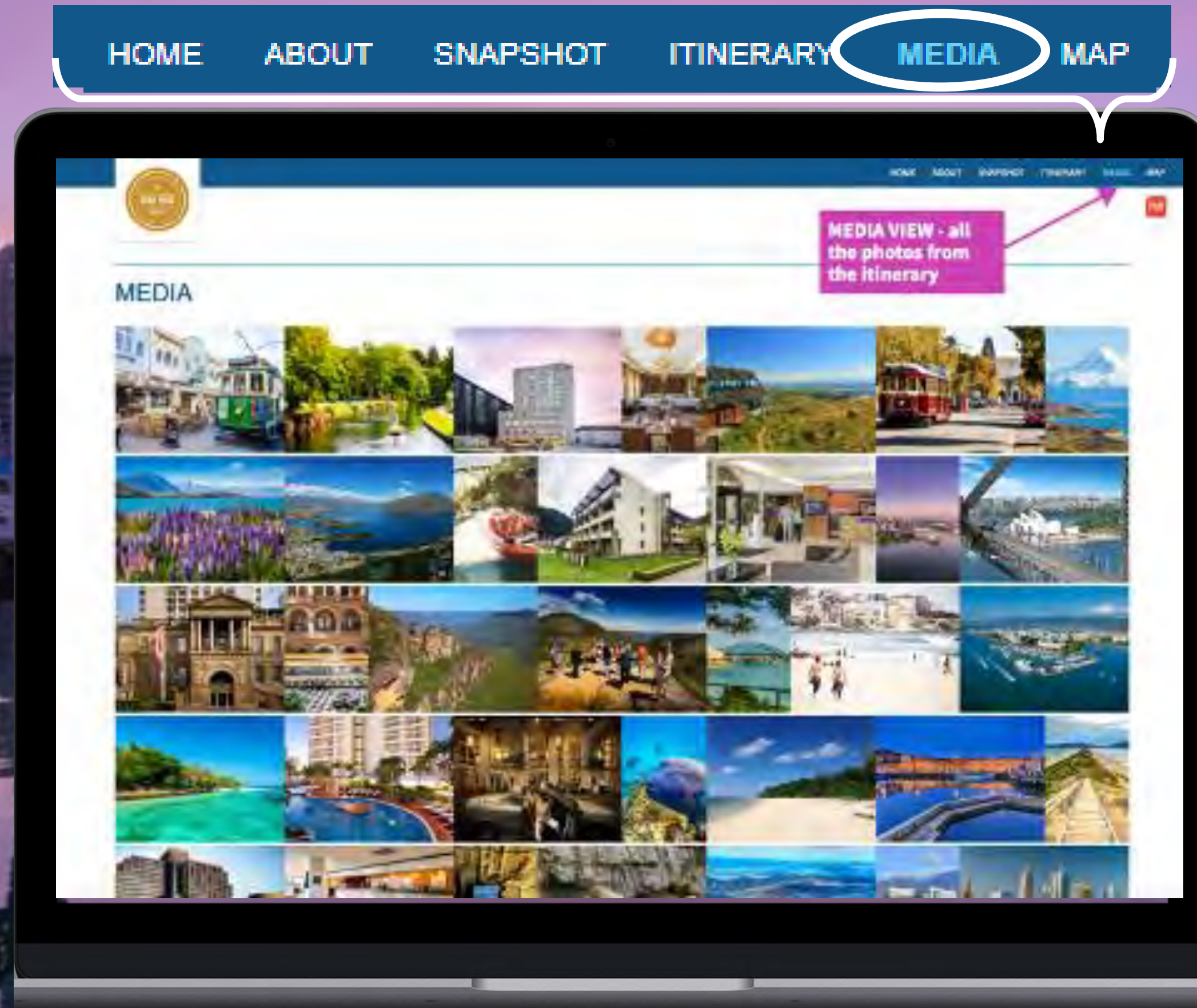
MAP



Easy Access
to the Details
with Interactive
Digital Format



3. e-Document - Media



**All the photos
from the itinerary**



3. e-Document - Map

HOME

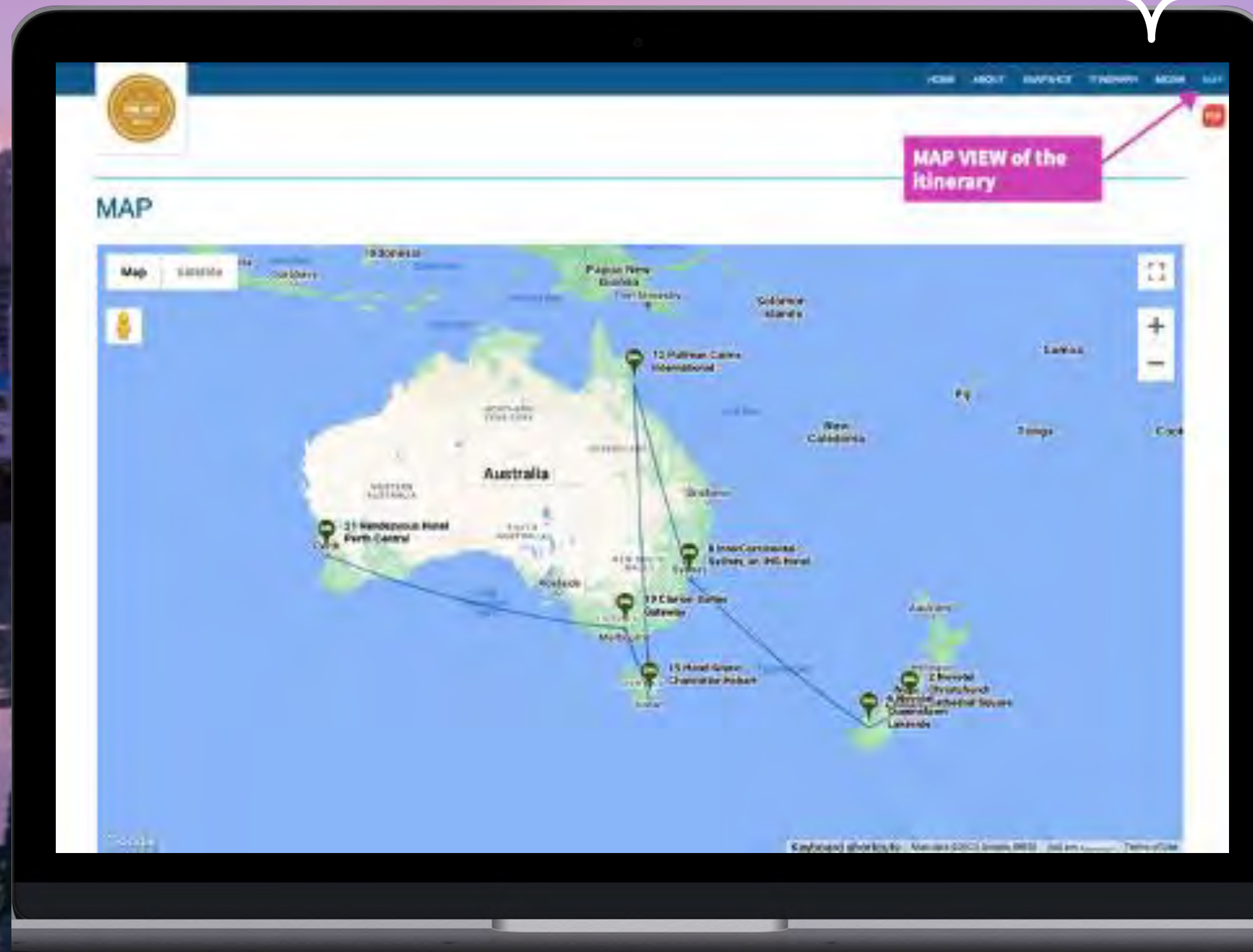
ABOUT

SNAPSHOT

ITINERARY

MEDIA

MAP



**View the Itinerary
in a Map Format**

**You have created
a Dream Escape**



Frequently Asked Questions – e-documents

1. What are e-Docs and how do they work?

E-docs are electronic versions of travel documents, like itineraries and tickets, that can be accessed digitally. They work by providing a digital link to view your travel documents online, via your internet browser, tablet, or phone. E-docs make travel planning and management more efficient, reducing the need for physical paper documents.

2. How do I access my e-docs and view my itinerary?

Your e-docs including your itinerary will be sent to you via an email link which you can then use to download a PDF of your complete itinerary or access digital e-docs.

3. Will my itinerary information be the same as it was on paper?

Yes, your travel itinerary is the same as it was on paper. You now have the choice of how you want to view it and use it while traveling - Via the pdf or the e-docs.

4. Can I still print out my itinerary if I prefer a hard copy?

Yes, the View PDF is the complete itinerary, and you can print this out if you prefer a hard copy. There are 3 clicks to print. Open the View PDF, click download arrow – which downloads it to your browser. Then click to download the PDF to your computer. Once it's downloaded to your computer, click the print icon or File/Print in your PDF viewer.

5. When will I receive my e-docs?

We are currently sending e-docs out a minimum two weeks before your client's departure.

6. Is there a cost associated with using e-docs?

No, there is no cost to you, this is just an added service that Travel Answers Group are providing.

7. What if I have trouble accessing my e-docs or encounter technical difficulties?

Please contact Travel Answers Group reservations support for further assistance.

8. Can I still make changes to my itinerary after receiving my e-presentation link?

Yes, if changes are required to your itinerary after you have received your e-presentation, Travel Answers Group will send you an email notification advising the changes have been made and provide an updated link. Fees may be incurred for any travel changes after final payment has been made.

9. Can I share my e-presentation link with my friends and family?

Yes, we recommend sharing the link with your friends and family so they can follow along on your journey. The View PDF link contains a flipbook of the itinerary, and you can also download a PDF document of the itinerary and email it to them or print them a hard copy.

10. How long will the e-presentation link remain valid for?

The link will not expire.

11. How secure are my personal details and travel plans when using e-docs?

The links are encrypted with special unique URLs to protect your data.

12. What is the best use of each feature in the e-presentation link?

- We recommend our travel advisors review the View E-docs SNAPSHOT with your client to check all aspects of the itinerary are correct.

- We recommend your clients forward the View PDF link to friends and family to view the flipbook or download or print the PDF in document format.

- We recommend your clients utilize the View E-Docs SNAPSHOT and ITINERARY while traveling. The SNAPSHOT provides quick access to elements within your itinerary (similar to a table of contents). The ITINERARY expands upon that basic information so your clients can learn more about their hotels and tours). The View E-Docs is the exact same as the View PDF, it is just an interactive version of the itinerary.