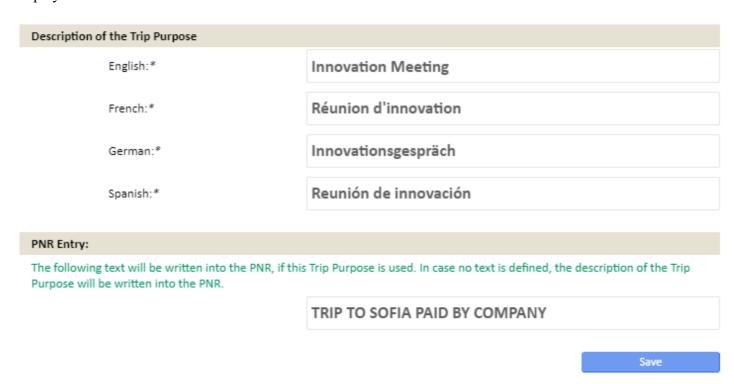
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## Travel Management System: Trip Purpose Definition

## **Description**

- 1. <u>Travel Management System</u>
- 2. Travel Management System (TMS) Main Settings
- 3. Trip Purpose Administration
- 4. Trip Purpose Definition

On the overview page all cytric standard Trip Purpose as well as the self defined Trip Purposes will be displayed.



By using the button 'Add New Trip Purposes' it is possible to add selfdefined Trip Purposes. Now, the name for Trip Purpose has to be entered for the enabled languages. The cytric Administrator may define a PNR entry as well which should be written into the PNR, if this Trip Purpose is used.



It is possible to create trip purposes which are only available for travel arrangers by enabling the field 'Only Visible for Travel Arranger'. Some or all trip purposes can be displayed to travel arrangers only. If no other trip purposes are configured for self-bookers, then the self-booker will not see the trip purpose field at all.

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German:*	Externer Termin, Kunde
Korean:*	
Portuguese:*	Reunião Externa com Clientes
Spanish:*	Reunión externa, cliente
Only visible to Travel Arranger	

## PNR Entry:

The following text will be written into the PNR, if this Trip Purpose is used. In case no text is defined, the description of the Trip Purpose will be written into the PNR.

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